Yearly Status Report - 2018-2019

Part A	
Data of the Institution	
1. Name of the Institution	**SARASWATI DENTAL COLLEGE AND HOSPITAL**
Name of the head of the Institution	**Prof. (Dr.) R. S. Bedi**
Designation	**Principal**
Does the Institution function from own campus	**Yes**
Phone no/Alternate Phone no.	**+919889816455**
Mobile no.	**9896444017**
Registered Email	**kndubey@saraswaticolleges.com**
Alternate Email	**contactsdc@saraswaticolleges.com**
Address	**233, Tiwariganj, Chinhat, Faizabad Road**
City/Town	**Lucknow**
State/UT	**Uttar pradesh**
Pincode	**226028**

2. Institutional Status

Affiliated / Constituent	**Affiliated**
Type of Institution	**Co-education**
Location	**Urban**
Financial Status	**Self financed**
Name of the IQAC co-ordinator/Director	**Prof. (Dr.) Kunal Sah**
Phone no/Alternate Phone no.	**+918189063699**
Mobile no.	**9758970400**
Registered Email	**kunalsah@saraswaticolleges.com**
Alternate Email	**sdciqac@saraswaticolleges.com**

3. Website Address

Web-link of the AQAR: (Previous Academic Year)	https://sdcindia.ac.in/document/docsafe/202204070643298412.pdf

4. Whether Academic Calendar prepared during the year

4. Whether Academic Calendar prepared during the year	**Yes**
if yes,whether it is uploaded in the institutional website: Weblink :	https://www.sdcindia.ac.in/_files/ugd/1f6621_104ffc305f6a43b28c0ae66766becaa5.pdf

5. Accrediation Details

Cycle	Grade	CGPA	Year of Accrediation	Validity	
				Period From	Period To
1	**A**	**3.01**	**2016**	**25-May-2016**	**24-May-2021**

6. Date of Establishment of IQAC	**09-Mar-2016**

7. Internal Quality Assurance System

Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	Date & Duration	Number of participants/ beneficiaries
Facilitating the implementation of	**07-May-2018** **1**	**11**

MicroDentistry (Inter-disciplinary Program) to impart knowledge and clinical skills		
Facilitating the implementation of Smile Design (Inter-disciplinary Program) to impart knowledge and clinical skills	21-May-2018 1	17
Facilitating the implementation of Research Methodology (Value-added Program) to enhance research acumen	17-Sep-2018 1	31
Maintaining quality culture through auditing of institutional committee documentation	19-Feb-2019 2	20
[View File](#)		

8. Provide the list of funds by Central/ State Government- UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/Department/Faculty	Scheme	Funding Agency	Year of award with duration	Amount
No Data Entered/Not Applicable!!!				
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9. Whether composition of IQAC as per latest NAAC guidelines:	**Yes**
Upload latest notification of formation of IQAC	[View File](#)
10. Number of IQAC meetings held during the year :	**2**
The minutes of IQAC meeting and compliances to the decisions have been uploaded on the institutional website	**Yes**
Upload the minutes of meeting and action taken report	[View File](#)
11. Whether IQAC received funding from any of the funding agency to support its activities during the year?	**No**
12. Significant contributions made by IQAC during the current year(maximum five bullets)	

• Submission of data to All India Survey on Higher Education (AISHE) 201819 • Preparation and promulgation of Academic Calendar, IQAC Calendar, Days of National/International/Institutional importance (201819). • Proposing and facilitating the Convocation ceremony in recognition of 20 years of Excellence in Dental Education Oral Health Care of the Institute on 14th November, 2018. • Conducting periodic departmental and committee documentation audit. • Awarded certificate of excellence to the Best IQAC Policy Quality Compliant Department (201819). • Awarded Certificate of Excellence to the Best Department for timely submission of AQAR 201819 as per NAAC/IQAC Guidelines • Proposing creation of Department of Continuing Dental Education (DCDE) under IQAC, and Selection of IQAC Departmental Nodal Person. • Introduction of new InterDisciplinary Programs (MicroDentistry and Smile Design). • Proposal Preparation of New Work Schedule (NWS) to enhance the efficacy of teachinglearning and patient care. • Facilitating the conduct of various events (CDE/Guest Lectures/Workshops/Conventions) for Quality Enhancement, Professional Skill Development and for inculcation of Moral Ethical values involving Department of Continuing Dental Education, various departments and Institutional Committees. • Facilitating the implementation of Valueadded courses/Program, Faculty Development Programs by External Resource Person(s). • Preparation and Submission of Departmental AQAR (201819) to IQAC. • Preparation and Submission of Institutional AQAR (201819) to NAAC, Bengaluru.

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13. Plan of action chalked out by the IQAC in the beginning of the academic year towards Quality Enhancement and outcome achieved by the end of the academic year

Plan of Action	Achivements/Outcomes
Facilitating the implementation of new Valueadded Programs and InterDisciplinary Program (IDP) to impart knowledge within and beyond the curriculum	Introduced (201819) • MicroDentistry (Interdisciplinary Program) to impart knowledge and skills • Smile Design (Interdisciplinary Program) • Research Methodology (Value added Program)
Preparation and dissemination of annual taskings by IQAC for effective and optimum performance of leadership and management in Institutional activities specified in the IQAC Calendar	Implemented Circulated on 07.01.2019 (Jan 2019 – Dec 2019) (Uploaded on Institutional website)
Preparation and dissemination of Academic Calendar	Implemented Circulated on 01.07.2018 (01.07.2018 – 31.07.2019) Uploaded on Institutional website
Preparation and dissemination of Calendar for Celebration of various Days of National/International/ Institutional Importance to inculcate good moral and ethical values and spirit of nationalism	Celebrated (Uploaded on Institutional website)
Auditing of all documents related to the departments as per IQAC guidelines	Audited September 2018 (23- 27.09.2018) & January 2019 (07 – 11.01.2019)
Auditing of all documents related to the Institutional Committees as per IQAC guidelines	Audited February, 2019 (11 – 15.02.2019)

Facilitating the conduct of various events (CDE/Guest Lectures/Workshops/Convention) for Quality Enhancement, Professional Skill Development and for inculcation of Moral & Ethical values involving Department of Continuing Dental Education, various departments and institutional committees.	Organized/ Conducted Reports uploaded on Institutional website
Interacting with all the Institutional committees with faculty, students and non-teaching staff	Interaction done 14.03.2019
Submission of National Survey report to Department of Science & Technology (DST), Ministry of Science & Technology, Govt. of India.	Report submitted on 16.01.2019
Submission of report on Pilot Study of NAAC documents & new SSR	Report submitted on 24.01.2019 to NAAC Bengaluru
[View File](#)	

14. Whether AQAR was placed before statutory body ?   Yes

Name of Statutory Body	Meeting Date
Management Committee	29-Apr-2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning ?   No

16. Whether institutional data submitted to AISHE: Yes

Year of Submission   2019

Date of Submission   15-Feb-2019

17. Does the Institution have Management Information System ?   Yes

If yes, give a brief descripiton and a list of modules currently operational (maximum 500 words)   At SDC, the management information system is created to be a collection of systems, hardware, procedures involving trained personnel in which all work together to process, store and produce information that is useful to the Institute in true sense. This Institution effectively utilizes the Management Information System for the following purposes: For Teaching, Learning Evaluation • ERP system

www.sdcportal.com (Edufruit), for disseminating information regarding academic schedule, lectures, attendance etc. • Information regarding student's attendance and other academic related activities is also sent to the registered mobile numbers of their parents. • Maintaining attendance record through biometric devices. • LISSDC application and BarCoding system for library management. For Management of data related to Patients • 'eSDC software' for management of dental patients and their records. • 'HISSHRC application' for management of hospital patients and their medical records. • 'SarSanjivani software' for management of drug distribution accounting at Institutional pharmacy. For Financial management • Tally 9.3 (ERPmultiuser for all financial data) software for accounts/finance • Payment receipts for treatment in SDC SHRC through messages on registered mobile number of the patients. For miscellaneous work or general management/ information. • College web site: www.sdcindia.ac.in • Use of digital signatures for administration. • SDC efeedback system installed at reception for registering feedback by all the stakeholders • Sending messages to the patients on their mobiles/WhatsApp. • Exchange of information official orders on WhatsApp group and feedback on activities of IQAC, Institutional committee, mentormentee, as well as for administrative purposes. • Data transfer/sharing in between various offices on SDCLAN network sharing mode, for promoting paperless work culture.

Part B

CRITERION I – CURRICULAR ASPECTS

1.1 – Curriculum Planning and Implementation

1.1.1 – Institution has the mechanism for well planned curriculum delivery and documentation. Explain in 500 words

Planning: This institution ensures effective curriculum delivery through a well-planned process. Curriculum design is in accordance with the syllabus given by Dr. R. M. L. Avadh University, Ayodhya in pursuance of Dental Council of India guidelines. Institution is not authorized to incorporate/amend the curriculum; however, the institution does follow a systematic process in the design, development and revision of the curriculum annually or as needed; based on emerging trends and contemporary dental practices. Institutional Examination and Academic Committee (IEAC) is responsible for overall implementation,

monitoring and enhancement of this aspect. Implementation: Feedback obtained from the stakeholders is analysed by IEC and suitable recommendations are forwarded to IEAC for consideration. IEAC further discusses relevant suggestions with the MC for improvement. The institution has developed a strong structure and means for effective implementation of the curriculum which is executed as follows: • Annual academic calendar containing schedule of important academic activities is published regularly. • IQAC calendar is published annually and strictly followed to achieve excellence in quality. • There is an effective horizontal and vertical integration of the curriculum. • A systematic method of TL process and conduct of examinations is followed as per the laid down norms. • The institute focuses on the overall development of students by their adequate exposure to R&D social/entrepreneurship programs and also through special professional lectures/CDEs/value-added programs etc. • Students are exposed to the ethical and moral value systems including leadership aspects through lectures/talks by external resource person/guest speaker(s). • Formative and summative assessment examinations are conducted through various modes i.e. Group Discussions, End-Posting Viva, OSPE/OSCE, Viva Cards etc. • Lectures, demonstrations, practical and clinical teachings are structured to cover the entire curriculum through evidence based and problem-based learning with emphasis on recent advances in each specialty using conventional and ICT enabled methodologies. • The academic program trains students progressively to handle basic to more complex diseases and procedures by following the system of "Tell, Show, Do, Replicate and Teach". Faculty also demonstrates advanced procedures for more comprehensive learning. • Faculty and students are given opportunities to participate in on-campus and off-campus literary, cultural, sports, social and other extracurricular activities to facilitate their overall development. • In addition, faculty and students undertake various research projects culminating into publications in journals of International/ National repute. • Curriculum is modified to cater for various community outreach programs. • Students and faculty are sensitized to deliver treatment in ethical, moral and humanitarian manner. Enhancement: Based on the amendments by regulatory bodies, feedback by the stakeholders and need-based analysis, the following programs were introduced in the curriculum: • Value-added Programs • Inter-disciplinary Programs • Add-on Program • Capability Enhancement Programs The following programs were introduced during the year (2018-19) • Research Methodology (Value-added Program) • Micro-Dentistry (Inter-disciplinary Program) • Smile Design (Inter-disciplinary Program) Introduced the innovative process of disseminating the curriculum through the implementation of New Work Schedule (NWS).

1.1.2 – Certificate/ Diploma Courses introduced during the academic year

Certificate	Diploma Courses	Dates of Introduction	Duration	Focus on employ ability/entrepreneurship	Skill Development
Research Methodology (Value-added Program)	Nil	18/09/2018	Nil	Employability	Developing research Acumen
Micro-Dentistry (Inter-disciplinary Program)	Nil	07/05/2018	Nil	Employability and Entrepreneurship	Enhancement of clinical skills under magnification
Smile Design (Inter-disciplina	Nil	21/05/2018	Nil	Employability and Entrepreneurship	Clinical skills development

1.2 – Academic Flexibility

1.2.1 – New programmes/courses introduced during the academic year

Programme/Course	Programme Specialization	Dates of Introduction
No Data Entered/Not Applicable !!!		
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1.2.2 – Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Colleges (if applicable) during the academic year.

Name of programmes adopting CBCS	Programme Specialization	Date of implementation of CBCS/Elective Course System
No Data Entered/Not Applicable !!!		

1.2.3 – Students enrolled in Certificate/ Diploma Courses introduced during the year

	Certificate	Diploma Course
Number of Students	**60**	**Nil**

1.3 – Curriculum Enrichment

1.3.1 – Value-added courses imparting transferable and life skills offered during the year

Value Added Courses	Date of Introduction	Number of Students Enrolled
Evidence Based Dentistry	**14/08/2018**	**31**
Implantology Practice	**04/10/2018**	**52**
Research Methodology	**17/09/2018**	**31**
Biostatistics	**04/10/2018**	**31**
Ethics	**16/10/2018**	**31**
Road Safety	**17/12/2018**	**458**
Medico Legal Awareness in Dental Practice	**30/12/2018**	**105**
Work-Life Balance	**28/01/2019**	**496**
Financial Management	**29/01/2019**	**41**
Enhancing your soft skills-Interview etiquettes	**21/02/2019**	**86**
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1.3.2 – Field Projects / Internships under taken during the year

Project/Programme Title	Programme Specialization	No. of students enrolled for Field Projects / Internships
BDS	**81 extension and outreach programmes/activities/camps (educative, preventive, diagnostic, treatment) Saraswati Dental College,**	**436**
BDS	**15 Blood Donation Camps, wiaboration with**	**40**

	Rotaract Club and other cloths and blanket distribution in slum areas	

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1.4 – Feedback System

1.4.1 – Whether structured feedback received from all the stakeholders.

Students	Yes
Teachers	Yes
Employers	Yes
Alumni	Yes
Parents	Yes

1.4.2 – How the feedback obtained is being analyzed and utilized for overall development of the institution? (maximum 500 words)

Feedback Obtained
A structured mechanism for obtaining and assessing feedback from various stakeholders exists. The IEC closely monitors the feedback. The overall feedback is then analysed by the IEC. Accordingly, IEC proposes the required amendments/changes in the curriculum/methodology and suitable recommendations are implemented through IEAC and MC. Feedback on the curriculum is also obtained from national and international faculty verbally as well as in writing, from time-to-time. • Feedback collected from external experts is analysed by the IEC and then CDEs/workshops are conducted to cover the areas requiring greater elaboration. • Based upon the feedback the Institution encourages students to participate in webinars, CDE, Workshops etc. to enhance learning initiatives beyond the syllabus and comprehensive understanding of the subject. • Institution endeavours to obtain adequate information and feedback from faculty, students, patients, parents, employers, alumni etc. • Institute also conducts Student Satisfaction Survey (SSS) on Teaching, Learning and Evaluation process and this form is also available on Institutional website which can be downloaded, and can be submitted in feedback/suggestion box. • Formal as well as informal interactions of MC with the faculty, staff, students, patients, and parents for feedback. • The MC formally meets the IQAC and all Heads of the Departments to discuss progress of issues obtained through feedback. For quality enhancement and sustenance, based on the feedback obtained, following measures have been instituted: • Publication of Academic IQAC Calendar. • Identifying IQAC Departmental Nodal Person. • Awarding "Certificate of Excellence" for Best IQAC policy and Quality Compliant Department annually. • Organizing "Convocation" on 14th November, 2018 in recognition of 20 years of Excellence in Dental Education Oral Health Care of the Institution. • Awards felicitation of achievers in academic, extra-curricular, sports, literary and administrative fields. • e-SDC software for management of patients and their dental records. • Initiation and implementation of integrated teaching methods. • Commencement of knowledge enhancement and sharing through webinars. • Incorporation of OSCE/ OSPE system of evaluation. • Conducting FDPs, PDPs, CDEs and lectures. • Collaboration/linkages with reputed Industries/Institutions/ Organizations for academics research. • Acquisition of new instruments and equipment. • Reconstitution of Student Council based on the elections. • Incorporation of various inter-disciplinary, value-added and add-on programs in the curriculum. • Incorporation of lectures on moral and ethical values.

CRITERION II – TEACHING- LEARNING AND EVALUATION

2.1 – Student Enrolment and Profile

2.1.1 – Demand Ratio during the year

Name of the Programme	Programme Specialization	Number of seats available	Number of Application received	Students Enrolled
BDS	Undergraduate	100	Nill	100
MDS	Postgraduate	33	Nill	31
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2.2 – Catering to Student Diversity

2.2.1 – Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of fulltime teachers available in the institution teaching only UG courses	Number of fulltime teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018	100	31	64	Nill	47

2.3 – Teaching - Learning Process

2.3.1 – Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of Teachers on Roll	Number of teachers using ICT (LMS, e-Resources)	ICT Tools and resources available	Number of ICT enabled Classrooms	Numberof smart classrooms	E-resources and techniques used
111	111	98	4	4	111
View File of ICT Tools and resources					
View File of E-resources and techniques used					

2.3.2 – Students mentoring system available in the institution? Give details. (maximum 500 words)

The Institution has a robust mentoring system comprising of various methods to help and support its students. These are briefly enumerated below: • Mentor-Mentee Program: Students of every academic year are divided into batches and a pair of mentors are assigned to them at the time of joining the institute. Regular Mentor-Mentee interactions (in person/social media platforms) are held in a structured manner. Focus of this program is "individual student" and every mentor is involved in 'One-to-One' interaction with his/her allotted Mentees. Mentors are responsible for the overall well-being of the mentee including his/her academic, personal, psycho-social growth, performances and their enthusiastic participation in professional co-curricular activities. The Mentors encourage and ensure that the students prepare and participate in various academic and non-academic activities regularly. The chief mentor regularly interacts with other mentors for an update and further necessary action. • Slow – Fast learner system: A system of identifying slow or fast learners is in place to additionally benefit the student. Remedial classes for slow/weak students and additional responsibility for the fast learners is practice to provide maximum mentoring. The faculty is regularly sensitised regarding varying learning needs of the students and they can also recommend to the concerned HOD to arrange for special extra classes or remedial classes for students needing additional help to improve upon their academic/clinical performances. • Institutional Placement and Guidance Committee (IPGC) Initiatives: Students are also mentored through the IPGC for various competitive exams and their eligibility, schedules as well as regarding numerous job opportunities and vacancies. The placement guidance committee, through its deployment and employment board provides credible and timely information regarding such activities. It also educates them on entrepreneurship options and its prospects. • Mentoring by Clinical Psychologist: The Institute also has a Clinical Psychologist who is available to counsel any student requiring assistance in personal and psychological matters and based on inputs from mentors as and when required. This greatly benefits the student in handling his or her academic, personal and social pressures with ease. • Mentoring through Institutional Committees: SDC has 23 institutional committees which deal with various aspects of administration, academics, healthcare and other operational functions. Students are made part of some of these committees. Very often the committee members sensitise

and mentor students regarding observance of rules regulations and functional aspects of their domain and this helps in better understanding of issues by students. • Mentoring through dedicated Beyond Syllabus Programs: The Institute preaches inculcating good moral ethical values in students through numerous dedicated beyond Syllabus Programs viz talks, lectures, participation in institutional/international/national days of importance, celebration of cultural festivals and active participation in outreach etc. such programs greatly help in developing qualities such as honesty, integrity, compassion, humility, empathy, patriotism and professional attitude of a responsible citizen.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor : Mentee Ratio
442	111	1:4

2.4 – Teacher Profile and Quality

2.4.1 – Number of full time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
108	111	Nill	15	3

2.4.2 – Honours and recognition received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of Award	Name of full time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Prof. (Dr.) R.S Bedi	Principal	• Fellowship, Academy of Dentistry International, ADI Global Conclave. • Certificate of Appreciation for glorifying the image of the University by his outstanding contribution in the field of Dentistry, Dr. Ram Manohar Lohia Avadh University.
2018	Prof. (Dr.) Arvind Tripathi	Professor	Clinical Research Award, American Academy of Dental Sleep Medicine. • Committee Member, Council for Prosthodontics Research, Indian Prosthodontics Society.
2018	Prof. (Dr.) A.K Srivastava	Professor	Award of Honour (Community Health) Human Rights Association of India.

2018	Prof. (Dr.) Praveen Singh Samant	Professor	Certificate of Appreciation for glorifying the image of the University by his outstanding contribution in the field of Conservative Dentistry and Endodontics, Dr. Ram Manohar Lohia Avadh University. • Award of Honour for contributing towards success
2018	Prof. (Dr.) Kunal Sah	IQAC / CIQA coordinator	Best faculty Award (Professor) Management Committee, Saraswati Dental College, Lucknow. • Best Dressed Male, National Conference of Indian Association of Oral Maxillofacial Pathology, Amritsar.
2018	Prof. (Dr.) Vivek Bains	Professor	Membership, National Academy of Medical Sciences. • Associate fellowship in Laser Dentistry from World Clinical Laser Institute (WCLI).
2018	Prof. (Dr.) Sunira Chandra	Professor	Certified Tobacco Control and Cessation Specialist by Indian Dental Association • Certified International Neuro-linguistic programming Practitioner
2018	Prof. (Dr.) Chetan Chandra	Professor	Fellowship, International Congress of Oral Implantologists (ICOI).
2018	Dr. Ruchi Srivastava	Associate Professor	Best Faculty Award (Reader)

| 2018 | Dr. Ashish Chauhan | Lecturer | Best Faculty Award (Lecturer) Management Committee, Saraswati Dental College, Lucknow. |

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2.5 – Evaluation Process and Reforms

2.5.1 – Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year-end examination	Date of declaration of results of semester-end/ year- end examination
BDS	423	2018	21/11/2018	01/04/2019
MDS	423	2018	01/09/2018	12/10/2018

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2.5.2 – Reforms initiated on Continuous Internal Evaluation(CIE) system at the institutional level (250 words)

The IEAC oversees the entire examination evaluation process. The information regarding the examination evaluation process is available on institutional website/SDC portal and is also displayed on notice boards. The process strictly follows the guidelines laid down in SEM. Some reforms implemented are as follows: Effective Dissemination of the information related to Continuous Evaluation Process • SEM containing all the information related with examination evaluation system is regularly revised, based on feedback. • Students are provided with an academic calendar at the beginning of each academic session which includes tentative details/schedule of their internal assessment and professional exams. Formative Assessment • Assessments are held at the completion of each topic/ clinical posting. • End posting evaluation is conducted in all the departments using the OSCE and OSPE system. • Inclusion of MCQs. • Mock Exams are conducted for PGs. • Open Book Examination is followed. • Bi-annual assessment report is communicated to the parents. • MDS students are evaluated on the basis of seminars, JCs, case-presentations and their knowledge and degree of interest shown in patient care during peri-operative preparation, assistance and post-operative care including bed/chair side case discussions. Summative Assessment • The OSCE and OSPE system for evaluating clinical/practical knowledge at UG and PG levels in University practical examinations also. • Implementing a short training session for invigilators prior to the examination. • CCTVs are utilised in examination halls for surveillance. • Viva Cards also used in formative summative assessment process to make it bias free. • Facilitating surprise visits by flying squads to check use of any unfair means.

2.5.3 – Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)

SDCH maintains a comprehensive annual "Academic Calendar" following the guidelines of the DCI and Dr. Ram Manohar Lohia Avadh University, Ayodhya. This calendar is prepared at the beginning of each academic year by taking consent from the Principal, IQAC, IEAC and Dean PG and Basic Sciences. Necessary

meetings are conducted by the concerned members towards unambiguous preparation of the calendar whilst incorporating all the necessary inputs w.r.t. the timetable, internal examination dates, clinical posting schedules, professional University exams and various important academic activities. This calendar is accessible by each student. Information regarding the eligibility to appear in the examination, schedule of examination/assessments and details of the process of examination (conduct, pattern, marks distribution etc.) is given to the students at the beginning of the session. This entire information is also available on the Institutional website (www.sdcindia.ac.in) and displayed on various notice boards from time to time. Institute ensures complete transparency in the both internal and University evaluation processes by completely complying with the guidelines issued by the regulatory bodies (DCI University) mentioned in the SEM. Institute at every level ensures strict confidentiality in the conduct of the examinations. SDC Examination Manual (SEM) containing all the information related with examination evaluation system is regularly revised from time to time after recommendations of the IEAC and is strictly followed. Academic Calendar is available on the Institutional website

2.6 – Student Performance and Learning Outcomes

2.6.1 – Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

https://www.sdcindia.ac.in/_files/ugd/717443_7417887b8bb0409ea6298e62fd68e84d.pdf

2.6.2 – Pass percentage of students

Programme Code	Programme Name	Programme Specialization	Number of students appeared in the final year examination	Number of students passed in final year examination	Pass Percentage
423	BDS	Undergraduate	99	94	95
423	MDS	Postgraduate	33	33	100
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2.7 – Student Satisfaction Survey

2.7.1 – Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

https://www.sdcindia.ac.in/_files/ugd/1f6621_8d81022372c44e368af8592ef88db320.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 – Resource Mobilization for Research

3.1.1 – Research funds sanctioned and received from various agencies, industry and other organisations

Nature of the Project	Duration	Name of the funding agency	Total grant sanctioned	Amount received during the year
Any Other (Specify)	365	Institutional	11.97	11.96
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3.2 – Innovation Ecosystem

3.2.1 – Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative

practices during the year

Title of workshop/seminar	Name of the Dept.	Date
Intellectual Property Rights	Oral Maxillofacial Surgery	23/07/2018
Evidence Based Dentistry	IRDC Periodontology	14/08/2018
Medical Research Regulatory Bodies Funding Agencies in India	DCDE	10/09/2018
Research Methodology	IRDC and Public Health Dentistry	17/09/2018
Biostatistics	IRDC and Public Health Dentistry	04/10/2018
Ethics	IRDC and Public Health Dentistry	16/10/2018
Copyrights Patents	DCDE	25/02/2019

3.2.2 – Awards for Innovation won by Institution/Teachers/Research scholars/Students during the year

Title of the innovation	Name of Awardee	Awarding Agency	Date of award	Category
Clinical Research	Dr. Pratik Chandra	Indian Orthodontics Society	07/12/2018	Faculty
Original Research	Dr. Shagun Agarwal	ISPPD PEDOCON 2018	26/08/2018	Student
Review	Dr. Vanshika Yadav and Dr. Vandita Raj	Indian Academy of Oral Medicine and Radiology, National Conference 2018	25/11/2018	Student

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3.2.3 – No. of Incubation centre created, start-ups incubated on campus during the year

Incubation Center	Name	Sponsored By	Name of the Start-up	Nature of Start-up	Date of Commencement
01	SDC Incubation Centre	Institute	Multi-speciality Dental Clinic and Hospital	Promotion of Entrepreneurship	06/01/2019

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3.3 – Research Publications and Awards

3.3.1 – Incentive to the teachers who receive recognition/awards

State	National	International
06	08	04

3.3.2 – Ph. Ds awarded during the year (applicable for PG College, Research Center)

Name of the Department	Number of PhD's Awarded
No Data Entered/Not Applicable !!!	

3.3.3 – Research Publications in the Journals notified on UGC website during the year

Type	Department	Number of Publication	Average Impact Factor (if any)
National	Dental Departments	23	Nill
International	Dental Departments	24	4.29
International	Basic Sciences	1	Nill
		View File	

3.3.4 – Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	Number of Publication
Conservative Dentistry and Endodontics	2
Prosthodontics and Crown Bridge	1
No file uploaded.	

3.3.5 – Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the Paper	Name of Author	Title of journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self citation
Probing natural substitute for formalin: comparing honey, sugar and jiggery syrup as fixatives	Amritaksha Bhattacharyya, Bhavna Gupta, Anil Singh, Kunal Sah, Vivek Gupta	National Journal of Maxillofacial Surgery	2018	Nill	Maharana Pratap Dental College, Kanpur Saraswati Dental College, Lucknow Dental Institute RIMS Ranchi	1
Basaloid squamous cell carcinoma: A rare and aggressive variant of squamous cell carcinoma: A case report and review of literature	Bhavna Gupta, Amritaksha Bhattacharyya, Anil Singh, Kunal Sah, Vivek Gupta	National Journal of Maxillofacial Surgery	2018	Nill	Maharana Pratap Dental College, Kanpur Saraswati Dental College, Lucknow Dental Institute RIMS, Ranchi	0
Hypoplastic Smooth	Shweta Singh,	JBR Journal of	2018	Nill	Saraswati	1

Autosomal Dominant Amelogenesis Imperfecta: A case report	Raju Chauhan, Tanshri Saxena, Neeraj Kumar	Clinic Diagnosis and Research			Dental College, Lucknow	
Gender divergence in dimensions of tongue: A morphometric study	Prachi Anand, M.S Raju, Sunira Chandra, Dewanshu Kumar	International Journal of Dental Science and Innovative Research	2018	Nill	Maharana Pratap Dental College, Kanpur Dr. B.R Ambedkar Institute of Dental Science, Patna Saraswati Dental College, Lucknow	0
Relationship of Internet Addiction with Depression and Academic Performance in Indian Dental Students	Sandeep Kumar, Amit Kumar, Bhumika Badiyani, Siddharth Kumar Singh, Anjali Gupta, Mohd B Ismail	Clujul Medical	2018	Nill	Dental Institute RIMS, Ranchi Sarjug Dental College, Bihar Saraswati Dental College Lucknow Sarawasti Medical College, Unnao GDCRI, VIMS, Ballari Karnataka	0
Dental Fluorosis and Associated Risk Factors in Early Adolescents in India	Sandeep Kumar, Astha Chauhan, Arunoday Kumar, Siddharth Kumar, Anjali Gupta, Sayak Roy, Simran C Kumari	International Journal of Adolescent Medicine and Health	2018	Nill	Dental Institute RIMS, Ranchi Index Institute of Dental Science, Indore RIMS, Imphal Saraswati Dental College, Lucknow Sarawasti	0

					Medical College, Unnao Dafodyle Dental Clinic Kolkata Vinoba Bhave University, Hazaribagh	
Evaluation of incidence of mental nerve loop in Central India Population using cone Beam computed tomography	Deepshika Rodricks, Tushar Phulambrikar, Siddharth Kumar Singh, Anjali Gupta	Indian Journal of Dental Research	2018	Nill	Sri Aurobindo Institute of Dentistry, Indore M.P Saraswati Dental College, Lucknow	0
Knowledge and Awareness of Oral Cancer and Impact of Pictorial warnings on the willingness to quit tobacco in young tobacco consumers in India	Sandeep Kumar, Priyanka Kumari, Ruchika Gupta, Siddharth Kumar Singh, Shruti Sinha, Palkin Mehta, Simran Kumari Chourasia	International Journal of Adolescent Medicine and Health	2018	Nill	Dental Institute RIMS, Ranchi Saraswati Dental College, Lucknow	0
Mandibular Molar intrusion with mini-implants and the mutiloop edgewise archwire technique	Nikhil Ashok, Pratik Chandra, Kamlesh Singh, Ragni Tandon	American Journal of Orthodontics and Dentofacial Orthopedics	2018	Nill	Saraswati Dental College Lucknow	0
Lesions of endodontic origin: An	Rhythm Bains, Vivek Bains	Indian Heart Journal	2018	Nill	King George Medical University,	0

| emerging risk factor for coronary heart diseases | | | | | | Lucknow Saraswati Dental College, Lucknow | |

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3.3.6 – h-Index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the Paper	Name of Author	Title of journal	Year of publication	h-index	Number of citations excluding self citation	Institutional affiliation as mentioned in the publication
Relationship of Internet Addiction with Depression and Academic Performance in Indian Dental Students	Sandeep Kumar, Amit Kumar, Bhumika Badiyani, Siddharth Kumar Singh, Anjali Gupta, Mohd B Ismail	Clujul Medical	2018	4	4	Dental Institute RIMS, Ranchi Sarjug Dental College, Bihar Saraswati Dental College Lucknow Sarawasti Medical College, Unnao GDCRI, VIMS, Ballari Karnataka
Dental Fluorosis and Associated Risk Factors in Early Adolescents in India	Sandeep Kumar, Astha Chauhan, Arunoday Kumar, Siddhrath Kumar, Anjali Gupta, Sayak Roy, Simran C Kumari	International Journal of Adolescent Medicine and Health	2018	4	4	Dental Institute RIMS, Ranchi Index Institute of Dental Science, Indore RIMS, Imphal Saraswati Dental College, Lucknow Sarawasti Medical College, Unnao Dafodyle Dental Clinic Kolkata Vinoba

						Bhave University, Hazaribagh
Evaluation of incidence of mental nerve loop in Central India Population using cone Beam computed tomography	Deepshika Rodricks, Tushar Phulambrikar, Siddharth Kumar Singh, Anjali Gupta	Indian Journal of Dental Research	2018	4	4	Saraswati Dental College Lucknow Sri Aurobindo Institution of Dentistry, Indore M.P
Knowledge and Awareness of Oral Cancer and Impact of Pictorial warnings on the willingness to quit tobacco in young tobacco consumers in India	Sandeep Kumar, Priyanka Kumari, Ruchika Gupta, Siddharth Kumar Singh, Shruti Sinha, Palkin Mehta, Simran Kumari Chourasia	International Journal of Adolescent Medicine and Health	2018	4	4	Dental Institute RIMS, Ranchi Saraswati Dental College, Lucknow Vinoba Bhave University, Hazaribagh
Mandibular Molar intrusion with mini-implants and the mutiloop edgewise archwire technique	Nikhil Asok, Pratik Chandra, Kamlesh Singh, Ragini Tandon	American Journal of Orthodontics and Dentofacial Orthopedics	2018	1	0	Saraswati Dental College Lucknow
Lesions of endodontic origin: An emerging risk factor for coronary heart diseases	Rhythm Bains, Vivek Bains	ndian Heart Journal	2018	7	3	King George Medical University, Lucknow Saraswati Dental College, Lucknow
Non-implant, N	Snehkiran	Journal of Prostho	2018	6	1	King George

onadhesive Overlay Approach to Retain a Partial Auricular Prosthesis	Rghuvanshi, Pooran Chand, Saumyendra V Singh, Himanshi Aggarwal, Deeksha Arya	dontics				Medical University, Lucknow Saraswati Dental College, Lucknow
An Innovative Technique to Simplify and Improve Pattern Fabrication for Digital Somatoprosthesis	Himanshi Aggarwal, Saumyendra Vikram Singh	Journal of Prosthetics and Orthotics	2019	6	0	Saraswati Dental College, Lucknow King George Medical University, Lucknow
Novel technique for fabrication of pneumatic ocular prosthesis	Adrita Roy Chowdhury, Saumyendra V Singh, Pooran Chand, Himanshi Aggarwal, Deeksha Arya	Contact Lens Anterior Eye	2018	6	0	King George Medical University, Lucknow Saraswati Dental College, Lucknow
Multidisciplinary Approach for Management of a Patient with Oral Mucosal Malignant Melanoma	Prashanti Eachempat, Himanshi Aggarwal, Vidya Kamalaksh Shenoy, Mohan Baliga	Journal of the Institutional of Physicians and Surgeons Pakistan	2018	6	0	Melaka Manipal Medical University, Melaka Malaysia Saraswati Dental College Lucknow A B Shetty Dental College , Mangalore Manipal College of Dental Sciences, Mangalore
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3.3.7 – Faculty participation in Seminars/Conferences and Symposia during the year :

Number of Faculty	International	National	State	Local

Attended/Seminars/Workshops	16	16	6	45
Presented papers	Nill	2	2	Nill
Resource persons	4	8	Nill	9

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3.4 – Extension Activities

3.4.1 – Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the activities	Organising unit/agency/ collaborating agency	Number of teachers participated in such activities	Number of students participated in such activities
81 extension and outreach programmes /activities/camps (educative, preventive, diagnostic, treatment)	Pradhan: Villages • Principal: School • HR Manager: Corporate Agencies/ organizations • AGM/HR: Government Offices	162	436
Blood Donation Camp	SDC Rotaract Club	2	20

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3.4.2 – Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the activity	Award/Recognition	Awarding Bodies	Number of students Benefited
Community Health	Award of Honour	Human Rights Association	1
Dental Health Education and Awareness Program	Recognition Letter	Village Badail, Barabanki	7
Dental Health Education and Awareness Program	Recognition Letter	Uttar Pradesh Pollution Control Department	8
Dental Health Education and Awareness Program	Recognition Letter	Maruti Suzuki	6
Dental Health Education and Awareness Program	Participation Certificate	Amity School of Languages	14
Dental Health Education and Awareness Program	Recognition Letter	Amity School of Languages	7
Dental Health Education and Awareness Program	Recognition Letter	New Millennium School	6
Dental Health Education and	Recognition Letter	Food Corporation of India	7

Awareness Program			
Blood Donation Camp	Certificate of participation	SGPGI, Department of Transfusion Medicine, Lucknow	2

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3.4.3 – Students participating in extension activities with Government Organisations, Non-Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year

Name of the scheme	Organising unit/Agency/collaborating agency	Name of the activity	Number of teachers participated in such activites	Number of students participated in such activites
International Women's Day	Women's Cell	Celebration of International Women's Day, 08.03.2019	35	150
Women Equality Day	Women's Cell	25.08.2018	40	250
Breastfeeding Week	SHRC PHD	Breastfeeding Week 01 – 07.08.2018	20	111
Tree Plantation Drive	Institutional Environment Bio-Safety Committee (IEBC)	Tree Plantation Drive 06.08.2018	13	45

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3.5 – Collaborations

3.5.1 – Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of activity	Participant	Source of financial support	Duration
15 days clinical posting/training for P.G. Students of Department of Oral Medicine Radiology at Lucknow Cancer Institute	03	SDC	16
A comparative evaluation of shear bond strength of three hybrid tooth-coloured materials to dentin: an in vitro study.	02	SDC	480
Testing of Sample using Instron Machine at the Central Institute of Plastics Engineering and Technology, Lucknow	04	SDC	480

for his study titled -Retention of miniscrews in Orthodontics- A comparative in-vitro study on the variables					

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3.5.2 – Linkages with institutions/industries for internship, on-the- job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration From	Duration To	Participant
Research	A comparative evaluation of shear bond strength of three hybrid tooth-coloured materials to dentin: An in-vitro study.	ITS Engineering College, Greater Noida	Nill	Nill	Dr. Kishan Agarwal Dr. Praveen Samant
Research	Testing of Sample using Instron Machine at the Central Institute of Plastics Engineering and Technology, Lucknow for his study titled -Retention of miniscrews in Orthodontics- A comparative in-vitro study on the variables	Central Institute of Plastics Engineering and Technology, Lucknow	Nill	Nill	Dr. Nikhil Asok Dr. Kamlesh Singh Dr. Ragni Tandon Dr. Pratik Chandra
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3.5.3 – MoUs signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose/Activities	Number of students/teachers participated under MoUs
Sushrut Institute of Plastic Surgery, Burns and Trauma, Lucknow	24/09/2011	Providing prosthetic and rehabilitative support for Cleft lip and Palate patients	17
Samarpan Old Age Home	27/02/2014	Diagnostic, treatment and rehabilitation	18
Indian Industries Association	05/04/2014	Educative, diagnostic and treatment	Nill
Lucknow Golf Club	12/07/2014	Educative, diagnostic and treatment	Nill
The University of Tennessee, USA	14/08/2015	Academic, Research and Faculty Student Exchange Program	Nill
Lucknow Cancer Institute with Department of Prosthodontics Crown Bridge, SDC	06/04/2018	Research, Academic activity, Patient work (Rehabilitation)	18
Lucknow Cancer Institute with Department of Oral Medicine Radiology, SDC	19/04/2018	Oncology postings	2
RayDent with Department of Oral Maxillofacial Surgery, SDC	18/06/2018	Research and Academic activity	5
CSIR-CDRI, Lucknow with SDC	31/03/2019	Research Activities, student exchange programs, faculty exchange programs, sharing of instrumentation facility	21
No file uploaded.			

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 – Physical Facilities

4.1.1 – Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
132.5	127.47

4.1.2 – Details of augmentation in infrastructure facilities during the year

Facilities	Existing or Newly Added
Campus Area	Existing
Class rooms	Existing
Laboratories	Existing
Seminar Halls	Existing
Classrooms with LCD facilities	Existing
Seminar halls with ICT facilities	Existing
Video Centre	Existing
Value of the equipment purchased during the year (rs. in lakhs)	Newly Added
Number of important equipments purchased (Greater than 1-0 lakh) during the current year	Newly Added
Classrooms with Wi-Fi OR LAN	Existing
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4.2 – Library as a Learning Resource

4.2.1 – Library is automated {Integrated Library Management System (ILMS)}

Name of the ILMS software	Nature of automation (fully or patially)	Version	Year of automation
LIS-SDC application	Fully	1.12	2018

4.2.2 – Library Services

Library Service Type	Existing		Newly Added		Total	
Text Books	6455	3964700	183	200000	6638	4164700
e-Books	365	Nill	Nill	Nill	365	Nill
Journals	4286	15678488	276	1953631	4562	17632119
e-Journals	893	1692089	65	390120	958	2082209
CD & Video	600	105000	29	Nill	629	105000
Others(specify)	Nill	Nill	55	Nill	55	Nill
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4.2.3 – E-content developed by teachers such as: e-PG- Pathshala, CEC (under e-PG- Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional (Learning Management System (LMS) etc

Name of the Teacher	Name of the Module	Platform on which module is developed	Date of launching e-content
Dr. R. S. Bedi	SDC Portal EDUFRUIT	Institutional Learning Management System	26/03/2019
Dr. Jitender	SDC Portal	Institutional	26/03/2019

Kumar Aurora	EDUFRUIT	Learning Management System	
Dr. Saif Rauf Siddiqui	SDC Portal EDUFRUIT	Institutional Learning Management System	26/03/2019
Dr. Karan Punn	SDC Portal EDUFRUIT	Institutional Learning Management System	26/03/2019
Dr. Parul Tandon	SDC Portal EDUFRUIT	Institutional Learning Management System	26/03/2019
Dr. Suyash Agarwal	SDC Portal EDUFRUIT	Institutional Learning Management System	26/03/2019
Dr. Himanshu Chauhan	SDC Portal EDUFRUIT	Institutional Learning Management System	26/03/2019
Dr. Shiva Mani	SDC Portal EDUFRUIT	Institutional Learning Management System	26/03/2019
Dr. Digvijay Singh	SDC Portal EDUFRUIT	Institutional Learning Management System	26/03/2019
Dr. Priyanka	SDC Portal EDUFRUIT	Institutional Learning Management System	26/03/2019
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4.3 – IT Infrastructure

4.3.1 – Technology Upgradation (overall)

Type	Total Computers	Computer Lab	Internet	Browsing centers	Computer Centers	Office	Departments	Available Bandwidth (MBPS/ GBPS)	Others
Existing	120	0	85	1	1	19	35	2	0
Added	5	0	18	0	1	14	4	0	0
Total	125	0	103	1	2	33	39	2	0

4.3.2 – Bandwidth available of internet connection in the Institution (Leased line)

2 MBPS/ GBPS

4.3.3 – Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
SDC Portal (Edufruit)	https://erpnow.edufruit.com/teacher/login.php?&qytoken=a994bd5af307abd0277b2f9871e556817542d2f6

4.4 – Maintenance of Campus Infrastructure

4.4.1 – Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned Budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurredon maintenance of physical facilites
92.5	92.34	40.5	40.16

4.4.2 – Procedures and policies for maintaining and utilizing physical, academic and support facilities - laboratory, library, sports complex, computers, classrooms etc. (maximum 500 words) (information to be available in institutional Website, provide link)

SDC has a well-established mechanism for maintenance and utilization of the entire infrastructure, academic and administrative support facilities including laboratory, library, sports complex, computers, classrooms etc. The infrastructure within the SDC campus is effectively monitored and efficiently maintained by administrative and maintenance authorities. The resource allocation for all upkeep is critically analysed and acted upon by MC. The MC has implemented structured maintenance policies in the institution for various aspects and processess. The IPMC ensures strict compliance to these policies. Aspects regarding procedures and policies of various facilities is indicated below: Physical facilities (Buildings Infrastructure) General / routine maintenance, cleaning and upkeep of the entire campus is done by the housekeeping department monitored by a supervisor functioning under the AO. A full time special and experienced maintenance team for electrical, plumbing, IT works etc. function under respective supervisors who also report to AO. Periodic maintenance works viz. white wash, painting, replacement of fixtures etc. are closely executed through nominated contractors / agencies and monitored by AO. Separate budget is allocated for these purposes. Academic Facilities (classrooms, teleconferencing room, laboratories, library, seminar rooms and IT facilities etc.) SDC has state-of-the-art smart classrooms, and other rooms with modern ICT facilities with Wi-Fi. Classrooms, teleconferencing room are always kept well maintained and updated periodically based on requirements. Laboratories are operated and maintained by well qualified, experienced technicians under direct supervision of concerned faculty in-charge and departmental Head. Expensive and special equipment are kept under AMC. Library staff and IT cell are responsible for upkeep of their respective resources. ILLRC oversees the stock maintenance and up-gradation aspects of the library and learning resources. Seminar rooms of the individual departments are maintained and supervised by the department staff with necessary support from IT cell and administrative office. A dedicated IT team headed by an experienced manager ensures high-end performance and up-gradation of all IT related equipment and Wi-Fi systems in the entire campus. Sports Facilities (Indoor/outdoor sports complexes) SDC has an oval ground, an open-air amphitheatre, a sports complex, a wellness centre all of which cater to the indoor and outdoor sports activities of students and staff. Regular and all periodic maintenance are undertaken by respective in-charges under AO. The IECAC and IPMC cater to all requirements for uninterrupted functionality. Other facilities Facilities such as 24-hours electricity backup by diesel generators, solar powered lighting, food, medicine sample storage and refrigeration, CCTV, lifts, ambulance and vehicle parking, bore-well and rainwater harvesting systems etc. are continuously maintained in fully functional state by the designated personnel. Further, healthcare at SHRC, ATM, 24X7 security, and canteen facilities etc. for all the stakeholders of SDC are kept fully operational at all times. The college accords highest priority to the protection and upkeep of its "clean and green campus" and healthy environment through its dedicated gardening staff.

https://www.sdcindia.ac.in/_files/ugd/1f6621_c1c393c52bc546dc9c670d21ba3e071e.pdf

CRITERION V – STUDENT SUPPORT AND PROGRESSION

5.1 – Student Support

5.1.1 – Scholarships and Financial Support

	Name/Title of the scheme	Number of students	Amount in Rupees
Financial Support from institution	Fee Concession Scheme	27	2550000
Financial Support from Other Sources			
a) National	Special Scholarship Scheme for North Eastern Region by UGC	7	655200
b)International	Nill	Nill	Nill
No file uploaded.			

5.1.2 – Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implemetation	Number of students enrolled	Agencies involved
Mentor-Mentee Program	23/03/2019	542	Internal Resource Person Faculty of Saraswati Dental College
English Communication and skills	01/04/2019	100	Internal Resource Person Dr. Arvind Tripathi Professor Head, Department of Prosthodontics, Crown and Bridge
Basics of Hindi Language	01/04/2019	100	Internal Resource Person Dr. Arvind Tripathi Professor Head, Department of Prosthodontics, Crown and Bridge
Basic of Computer	01/04/2019	131	Internal Resource Person Mr. Sanjeev (System Administrator)
Evidence Based Dentistry	14/08/2018	31	External Resource Person Dr. Rhythm Dr. Pragya Pandey King George's Medical University, Lucknow Internal Resource Person Dr. Vivek Bains Dr. Rohit Madan
Relevance of Training under an Experienced Mentor	06/09/2018	52	External Resource Personal Dr. Vandana

for Implantology Practice			
Orientation Program	17/09/2019	129	IQAC Institutional Extracurricular Committee
Diversification in the field of Dentistry	01/11/2018	105	Dr. Abhina Gautam, Prosthodontics and Implantologist, Clinical Facilitator Pan India Trainer for Allergen Pharma Consultant Cosmetologist for Vibes Healthcare Pvt. Ltd.
Yoga – the experience of union	03/12/2018	253	Institutional Extracurricular Committee
Anti-Ragging	10/12/2018	168	External Resource Person Dr. B. Rajkumar, Principal, Institute of Dental Science, B.B.D. University Lucknow

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5.1.3 – Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students for competitive examination	Number of benefited students by career counseling activities	Number of students who have passedin the comp. exam	Number of studentsp placed
2018	IPGC	98	87	32	66

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5.1.4 – Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	Number of grievances redressed	Avg. number of days for grievance redressal
5	5	3

5.2 – Student Progression

5.2.1 – Details of campus placement during the year

On campus			Off campus		
Nameof organizations visited	Number of students participated	Number of stduents placed	Nameof organizations visited	Number of students participated	Number of stduents placed

00	0	0	SDC, Dental Clinic, Dental Colleges	34	66
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5.2.2 – Student progression to higher education in percentage during the year

Year	Number of students enrolling into higher education	Programme graduated from	Depratment graduated from	Name of institution joined	Name of programme admitted to
2018	8	BDS	Saraswati Dental College, Lucknow	Saraswati Dental College, Lucknow	MDS
2018	4	BDS	Saraswati Dental College, Lucknow	Babu Banarasi Das University, Lucknow	MDS
2018	1	BDS	Saraswati Dental College, Lucknow	SPPGIDMS, Lucknow	MDS
2018	1	BDS	Saraswati Dental College, Lucknow	IDS, Bareilly	MDS
2018	1	BDS	Saraswati Dental College, Lucknow	Rama Dental College, Kanpur	MDS
2018	1	BDS	Saraswati Dental College, Lucknow	Subharti Dental College, Meerut	MDS
2018	2	BDS	Saraswati Dental College, Lucknow	Mullana Dental College, Mullana	MDS
2018	2	BDS	Saraswati Dental College, Lucknow	Bharti Vidyapeeth Dental College and Hospital, Pune	MDS
Nill	1	BDS	Saraswati Dental College, Lucknow	Kothiwal Dental College, Moradabad	MDS
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5.2.3 – Students qualifying in state/ national/ international level examinations during the year

Items	Number of students selected/ qualifying
Any Other	**32**

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5.2.4 – Sports and cultural activities / competitions organised at the institution level during the year

Activity	Level	Number of Participants
College Week • Sports Events • Cultural Events • Literary Events	**Institutional**	**442**

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5.3 – Student Participation and Activities

5.3.1 – Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/medal	National/ Internaional	Number of awards for Sports	Number of awards for Cultural	Student ID number	Name of the student
No Data Entered/Not Applicable !!!						
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5.3.2 – Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council representatives actively participate in various activities (academic and non-academic) throughout the year. Students are also involved in celebration of various days of National/International/ Institutional importance: o National Festivals o Birth/Death Anniversaries of important leaders o International Yoga Day o World Head Neck Cancer Day o Oral Hygiene Day o Independence Day o Womens Equality Day o Teachers Day o World Heart Day o World Geriatric Day o International Radiology Day o Road Safety Week o World Prosthodontics Day o Republic Day o World Cancer Day o International Oral Maxillofacial Surgery Day o National Dentists Day o International Women's Day o World Literacy Day o World AIDS Day o World Oral Health Day o World Breastfeeding Day o World No Tobacco Day o National Orthodontics Day • Students also participated in Tree Plantation Drive, SDC Swachh Bharath Abhiyaan "Clean SDC, Green SDC" Drive, Annual Day (College Week), Sports Day etc. • Institute provides necessary support to the council members in organizing coordinating the events. It encourages the students to develop their leadership skills through these activities. Student members in this council can become real heroes and competent managers in future by learning all these skills. • Students are also a part of various committees specially those involved in Publicity, Alumni, Student Patient Welfare, Grievances and Discipline, Environment Bio-Safety, Library Learning Resources, Internal External Enhancement, Disaster Management, Hostel Hospitality, Anti-Ragging, Placement Guidance Committees etc. • Exposure to functioning of these committees gives them an insight into the important issues and how to handle them. • Students are also a part of IQAC and they provide their valuable inputs to other IQAC members from time to time. • Institutional Committee for Extra-Curricular Activity (ICECA) is in place to organize and monitor such inter or intra institutional activities generally held during the Institutional week. Some of these activities held in the institute are: o Sports: Table tennis, Tennis, Carom, Basketball, Badminton, Football, Chess, Cricket, Volley ball, Throw ball, Tug of war, Track and field event etc. o Cultural: Singing (Solo, duet, group), Dancing (Solo, duet, group), Stand-up comedy, Jugal-bandi, Skit, One-

minute show, Fashion show etc. o Literary: Debate (Hindi, English), Collage, Elocution – Hindi and English, T-shirt painting, Point-counter point, Tattoo making, Quiz, Pencil sketching, Mehendi, Hieroglyphics, Paper presentation, Frame a story, just a minute, Flower arrangement, Ad Mad show, Rangoli etc. Students participate in the annual election process for student council to choose their representatives as follows: Raman House (Captain) : Mr. Shubham Sinha Chawla House (Captain) : Mr. Samudra Tagore House (Captain) : Miss. Shiksha Singh Krishnan House (Captain) : Miss. Samreen Fatima Literary • Secretaries: Mr. Vaibhav Malik Miss. Tripti Rathore • Jt. Secretaries: Miss. Poonam Shukla Miss. Toshi Sharma Sports • Secretaries: Mr. Arjit Kumar Miss. Ankusha Arora • Jt. Secretaries: Mr. Saurabh Kr. Vishwakarma Miss Ayushi Chauhan Cultural • Secretaries: Mr. Ankur Singh Miss. Divya Tripathi • Jt. Secretaries: Miss Sanjana Bhargava Miss. Ritika Raj Media o Miss. Bunipriya Kashyap

5.4 – Alumni Engagement

5.4.1 – Whether the institution has registered Alumni Association?

Yes

Yes, the Institution has a registered Alumni Association. The SDC also has Institutional Alumni Association Committee (IAAC) that looks into all aspects of engaging with the alumni for mutual enhancement, personal and professional growth. • Alumni association meets are organized to update the association members about latest facilities and courses in their alma mater, feedback on curriculum courses, strengthening relationship personal bonds as well as to support in placement opportunities entrepreneurship. • The institute also encourages alumni-student-faculty interactions. This helps in fostering bond with the alumni apart from providing exposure to the real professional world for young students. • The alumni association has created a database where in details of the alumni including their areas of specialization, present place of employment, nature of employment, residence, contact numbers, and email IDs are available that can help the present students in contacting the alumni for the purpose of help and guidance required during the course as well as regarding job opportunities. The data base is regularly updated. • The alumni are invited for the College Annual Function, Convocation, professional programs and sports week etc. • Alumni are also invited to share their experiences expertise both formally and informally. • An Alumni Meet was organized on 01.09.2018 by IAAC. • A "Convocation Ceremony" was organized in recognition of 20 years of Excellence in Dental Education Oral Health Care of the Institute on Founder's Day - 14.11.2018. • Alumni feedback on course and curriculum assists to revise and develop existing content. • The database also helps the institute and various departments in getting feedback about its alumni from the present employers through the Employer's Feedback Forms. • These Alumni related activities help in constantly improving and upgrading the academic program. • Based on the feedback, various programs (interdisciplinary, value-added, add-on, lectures on moral ethical values etc.) were included in the curriculum and have greatly benefited our faculty and students. • The IAAC constantly and diligently works to grow and sustain connections with SDC Alumni. • Maximum Alumni are in touch with the Institution through various social media platforms. • The Alumni association of SDC has grown over time with numerous alumni of National/International acclaim and who have willingly enthusiastically supported the "Vision Mission" of this Institution.

5.4.2 – No. of enrolled Alumni:

1525

5.4.3 – Alumni contribution during the year (in Rupees) :

72000

5.4.4 – Meetings/activities organized by Alumni Association :

Bi-Annual Meetings were held during the year. Institutional Alumni Association Committee also organized a Class Alumni Meet (2007-08) which was held on 1st September, 2018.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 – Institutional Vision and Leadership

6.1.1 – Mention two practices of decentralization and participative management during the last year (maximum 500 words)

• The Institution has a well-defined functional mechanism for delegating authority and for providing operational autonomy to various functionaries to work towards decentralized governance system. • The Institute has organizational structure, and the governance is carried out as per the hierarchy. The management has well-defined vision and mission and the institute has a strategic plan to transform itself into a center of excellence. Decentralization and delegation of powers including financial aspects have been formalized and properly documented. The institute is following practices for performance appraisal, promotions, sponsorships, leaves, etc. for teaching and non-teaching staff. The institute has developed strategies for mobilization of funds, efficient utilization of resources, upgradation of infrastructure and the institute has IQAC and its contributions in the process of quality improvement are noticeable and further being strengthened. Policies and procedures for periodic review of administrative and academic departments are in place. The management and leadership are well focused on quality education, research, good academic performance, holistic development of students', overall development growth of patient care. • The two main aspects showcasing practices of decentralization participative management are: o Twenty-three Institutional Committees performing various duties involving academic non-academic aspects. All committees have adequate members (faculty students) which meet regularly for related tasks. IQAC is the overall quality powerhouse of the Institute which ensures quality enhancement sustenance. o A core team comprising of HoDs and IQAC members was formed for organising the "Convocation Ceremony 2018". The core team further delegated the individual tasks to group of faculty students for various aspects of the 'mega event'. The management was constantly briefed and approached by the core team from time to time for advice and decision making.

6.1.2 – Does the institution have a Management Information System (MIS)?

Yes

6.2 – Strategy Development and Deployment

6.2.1 – Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

Strategy Type	Details
Curriculum Development	Curriculum Development is in accordance with the syllabus given by the Dental Council of India. Institution is not authorized to amend the curriculum however, the institution does follow a systematic process in the design, development and revision of the curriculum annually or as needed based on emerging trends and contemporary dental practices. Educational policies

		are discussed with the MC for improvement. The curriculum design and assessment patterns are also discussed with the University Board of Studies. These recommendations are submitted to the Dental Council of India (DCI) and University as and when solicited. Any suggestions which are not in contravention to the DCI are incorporated in the syllabus after being duly approved by IEAC. A feedback system is followed in the process. The following programs, within the framework of the prescribed curriculum and considering the professional clinical enhancement academia-industry are included in the curriculum: • Inter-disciplinary programs • Value-added programs • Add-on programs • Lectures on moral and ethical values • Ethics in Patient Care • Capacity enhancement programs
	Teaching and Learning	Great emphasis is given by the Institution to teaching and learning process. Enhancement in quality of teaching and learning is a continuous endeavor of the faculty, HoD's, Principal Management. The institution believes in providing ICT/Net/web-based e-learning/mobile app and other tech driven learning processes through adoption of modern technologies. The quality up-gradation is also driven and monitored by IEAC, IEC, IRDC and IQAC through the adoption, implementation and monitoring of the following: • ICT Enabled Integrated teaching • Problem Based Simulation teaching • Evidence Based Learning • Reflective Learning • Flipped classroom approach • Focused Group Discussion • Tell-Show-Do-Replicate- Teaching Methodology • Inter-departmental Meet/programs Clinico-pathological Meet • Programs on Moral and Ethical Values • Enrichment Programs • Oral viva cards, OSPE / OSCE • Journal club, Seminar, Case presentations, Group discussion Case based discussions • SOPs for specialized equipment, procedures and treatment planning • Guest lecturers, CDE, conventions, conferences, FDP • University Question Bank • Mentor-Mentee Program • Slow fast learners' identification support • Teaching and learning through outreach activities specialized clinics: Implantology/Laser/Geriatric clinic and

		Oral Cancer detection/Tobacco Cessation Centre etc.
	Examination and Evaluation	The institution lays huge emphasis on the process of evaluation examination as it reveals the actual effects of teaching learning endeavor. The Institute follows all the guidelines of governing bodies such as University DCI. SDC has a dedicated committee IEAC to look into the concerned evaluation examination aspects holistically. The SDC Examination Manual (SEM) implemented w.e.f. 2015, is regularly updated/amended as per regulatory authority guidelines. It enumerates all aspects regarding the conduct of examination and is strictly complied with. The various notifications regarding examinations and results are displayed on Institutional University Website. Evaluation is done by structured formative and summative assessment through written exam, end posting viva, viva cards, OSCE, OSPE, MCQs etc. Double evaluation system is in place to ensure a transparent, unambiguous and comprehensive evaluation.
	Research and Development	External resource person(s) has been invited to deliver lecturers on Research Methodology Evidence Based Clinical Practice and hands-on training for orientation and for developing research acumen. IRDC IHEC supervise all research development activities in the institution. They conduct their respective meetings annually to monitor quality research outcome(s). Guidelines laid down by IRDC are strictly followed. Faculty and students are oriented by the IRDC to inculcate a healthy research culture. ICT facilities at Centralized Research Wing have been enhanced. Visit by students to various research labs of national repute. Efforts have been taken by IRDC to establish new linkages MoUs for promoting research and wider exposure of students.
	Library, ICT and Physical Infrastructure / Instrumentation	• The Institution has a well-stocked library with all necessary infrastructure/instrumentation to provide the students faculty with quality information. • The library is automated (library management software, barcode generation, cataloguing of books etc.). • There is a separate area

	for U.G. students, P.G. Students Faculty. • SDC library manual elaborates the rules and regulations for all users. • The ICT room is equipped with computers and high-speed internet facility. • There is a printing and scanning facility and a repository facility. • Addition of newspapers, periodicals and books for light reading. • Users have easy access to e-resources (books journals), e-dissertations e-library dissertations. • Library also provides the facility of book bank, reading room, newspaper area. • Inter-institutional library loaning facility is also available. • Improvements in the library facilities are incorporated through a robust feedback system. • ILLRC is in place to address all issues concerning the library. • Bi-annual book exhibitions have been organized to provide the students with latest edition of books.
Human Resource Management	• The Institution has a dedicated HR department and great emphasis is laid on proper HR management through a well-defined HR policy. There is a transparent system of recruitment and working. Teaching and Non-teaching staff recruitment is based on merit and as per the DCI, University guidelines Institutional policy. • HR department in collaborations with other departments organizes various development programs for non-teaching staff. • Various welfare schemes have been promulgated by HR department such as PF, health insurance, loan facility, concession in courses run by society to staff children, grants and financial assistance for research work attending conferences, leave maternity leave, accommodation, subsidized medical dental care etc. • Performance Appraisal system is in place for faculty and non-teaching staff of the Institute. • Based on the Annual Appraisal of the performance, HR department processes applications for promotions.
Industry Interaction / Collaboration	Institute aims to create a learner-centric environment. This we strive to achieve through initiatives such as consulting assignment with the industry, student visits to national laboratories like CSIR-CDRI, CSIR-IITR, NBRI and collaboration with institutes

	like IIT, NBRI, SGPGI, KGMU, etc. for their research projects. The MDS students regularly visit Sushrut Institute of Plastic Surgery Burns Trauma and Lucknow Cancer Institute to widen their exposure and enhance their clinical skills. The Institute regularly organizes CDEs and Guest Lectures where experts and eminent personalities from various fields of Dentistry and Pharmaceutical companies as well as other non-medical fields are invited to share their knowledge and experiences. Students are also encouraged to participate in conferences, workshops and beyond syllabus extracurricular activities organized in other Institutions and Universities in India and abroad.
Admission of Students	The admission to students in the college/branch is based upon merit in the NEET. Candidates qualifying NEET apply as per laid down regulations. Candidate needs to fill the online proforma and select the college/branch as per their choice. Based on the merit, college/branch wise list is formed and candidates get the required information regarding status of their choices. After allotment of the college/branch the candidate needs to approach the respective college for admission. In SDC, the Institutional Admission Committee (IAC) plans supervises and manages various aspects concerning new admissions. The IAC assists newly admitted students by counselling them regarding institutional policies, rules and regulations etc. The International student cell is kept well geared up to admit any international admission that may happen. The Institutional Publicity Committee (IPC) has enhanced the institutional website pertaining to admission of students. Enhancement of student handbook, brochures, pamphlets, newspaper advt., FB, WhatsApp and SDC website etc.

6.2.2 – Implementation of e-governance in areas of operations:

E-governace area	Details
Planning and Development	Careful planning and sustained development are considered as integral tools crucial for overall growth of this institution. E-tools are efficiently used for executing planning

		implementation procedures from management to other stakeholders. All the ideas, discussions and decision processes are steered through judicious use of e-mail, social media platforms, internet, LAN etc, for knowledge sharing and finalising outcomes. Institutional dynamic website www.sdcindia.ac.in is an important tool for e-Governance in the institution It gives comprehensive adequate information on faculty, departments, infrastructure, course curriculum details, academic extra-curricular activities, examinations, academic IQAC calendar etc. The website also gives details about research, MoU collaborations, patient care, alumni and NAAC activities. All these facets are regularly updated. The transition from older website to modern user-friendly architecture of SDC website has enabled displaying and storing larger data, images, videos reports which have improvised e-governance through the website. e-tools are also utilized for scheduling, circulating and recording meetings. The institute gives huge stress on e-governance through its IT mechanism thereby strengthening the system. The SDC portal (edufruit) is used for planning, managing and disseminating information between management, faculty students. The analysis of e-feedback also facilitates planning and development process.
	Administration	The administration of SDC uses e-governance techniques efficiently. Notices, reports and minutes of meetings etc. are circulated on SDC LAN or by utilizing various e-tools promoting paper-less culture. The e-mail WhatsApp groups are used for knowledge information sharing. The SDC portal (edufruit) is used for information sharing between faculty students. The e-groups for mentor-mentee slow-fast learners and for remedial classes use information and guidance from faculty for improvements. The e-feedback system also aids in analysis and corrective action on priority/as required basis. The IT infrastructure in this institution facilitates maximum use of computers, projectors, printers, scanners and other modern hardware software, for use

	in teaching, learning and evaluation methods. The finance, purchase maintenance and other aspects of managerial activities, all utilize various ICT tools applications to efficiently administer respective works. The CCTV is used for effective surveillance of the entire campus. Biometric machines (face recognition) are used for attendance and record. Patient Management Systems is effectively utilized at SDC SHRC. Central library utilizes LIS-SDC application and Bar-Coding system for library management.
Finance and Accounts	The Institute uses the Tally ERP software for e-governance for transparent functioning of finance and accounts department. All transactions are done through NEFT, RTGS and cheque payments only to maintain transparency. It is responsible for receiving student fees disbursements of funds under various heads as and when required. The annual record of audit balance sheet is properly maintained in MS excel and can be retrieved from the account database system. All the relevant accounting records are maintained and kept safely in soft copy. The Institutional Finance Committee looks into all issues related to resource management and e-tool upgradation.
Student Admission and Support	The admissions are done in a transparent manner based on student performance and as per the state merit list which is prepared based on National Eligibility Entrance Test (NEET). All candidates apply online as per their ranking and preferences following the State Government Reservation policies through the CET Cell monitored by Director General of Medical Education (DGME). The institute forwards basic information about the college and infrastructure facilities to the interested candidates by e-mail and through active publicity via its website and social media platforms. IAC meticulously maintains and updates all admission related data in computers. The institution has e-Library and WiFi for easy access to information. Circulars and notices pertaining to the students are also circulated through e-mail and SMS. The admission of any International student is facilitated by

	ISC.
Examination	The Institute has a SDC Examination Manual (SEM) which comprehensively deals with all aspects of examinations. Rules regulations, policies, instructions and relevant information's are made available on institutional website for the smooth and proper execution of entire examination process. It does instruct to take cognizance of examination malpractices by students. It also guides the staff on duty about how to proceed if any such situation arises. Syllabus and past university examination papers are also made available to the students online at the central library. Information regarding the examination and results are available on the Institutional website and University website respectively. This information is also circulated on various WhatsApp groups. The CCTV is used for effective surveillance during examination.

6.3 – Faculty Empowerment Strategies

6.3.1 – Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of Teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018	Dr. R. S Bedi	ADI Global Conclave 06 to 08.10.2018, Lucknow	Academy of Dentistry International	20000
2018	Dr. Praveen S. Samant	ADI Global Conclave 06 to 08.10.2018, Lucknow	Academy of Dentistry International	20000
2018	Dr. Anil Singh	ADI Global Conclave 06 to 08.10.2018, Lucknow	Academy of Dentistry International	20000
2018	Dr. Saumya Navit	ADI Global Conclave 06 to 08.10.2018, Lucknow	Academy of Dentistry International	20000
2018	Dr. Anshul Sharma	ADI Global Conclave 06 to 08.10.2018, Lucknow	Academy of Dentistry International	20000
2018	Dr. Chetan Chandra	Fellowship, International Congress of	International Congress of Oral	32570

	Oral Implantologists	Implantologists		

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6.3.2 – Number of professional development / administrative training programmes organized by the College for teaching and non teaching staff during the year

Year	Title of the professional development programme organised for teaching staff	Title of the administrative training programme organised for non-teaching staff	From date	To Date	Number of participants (Teaching staff)	Number of participants (non-teaching staff)
2018	Intellectual Property Rights	Nill	23/07/2018	Nill	57	Nill
2018	Medical Research Regulatory Bodies Funding Agencies in India	Nill	10/09/2018	Nill	45	Nill
2018	Medico-Legal Awareness	Nill	30/11/2018	Nill	21	Nill
2018	Awareness program on Oral Cancer	Nill	17/12/2018	Nill	79	Nill
2019	Tissue is the Issue	Nill	18/01/2019	19/01/2019	24	Nill
2019	Innovations in Teaching Learning – (Focused Group Discussion, One Minute Preceptor, Flipped Classroom, Blended Learning, Microteaching)	Nill	23/01/2019	Nill	44	Nill
2019	Financial Management	Nill	29/01/2019	Nill	18	Nill
2019	Facial R	Nill		Nill	51	Nill

		ejuvenatio n and Aesthetics Surgery		13/02/2019				
2019	Copyrights Patents	Nill	25/02/2019		Nill		47	Nill
2019	Nill	Oral Hygiene, Biomedical waste, hand Hygiene	01/08/2018	16/03/2019		Nill		167

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6.3.3 – No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	From Date	To date	Duration
Pre-Conference Course on Implants and Photography, SAAPD	2	04/05/2018	06/05/2018	8
Pre-Conference Course on Microscopic Endodontic in Children	1	04/05/2018	06/05/2018	8
Post Graduate Diploma in Clinical Research	1	05/05/2018	Nill	6
Post Graduate Diploma in Pharmacovigilance and Clinical Data Management1	1	05/05/2018	Nill	6
Post Graduate Diploma in Quality Management of Hospital and Healthcare Organization	2	05/05/2018	Nill	8
Pre-Accreditation Entry Level for Hospital and	1	12/05/2018	Nill	4

SHLO Certification programme, National Accreditation Board for Hospital and Healthcare Provider				
Complete Implant Prosthodontics	1	11/05/2018	13/05/2018	12
Advance Implantology Course Alpha Bio, Israel	1	13/05/2018	Nill	8
Advance Implantology Course Alpha Bio, Tel Aviv University, School of Dental Medicine	1	14/05/2018	Nill	8
Tobacco Control and Cessation Specialist, Indian Dental Association	1	01/07/2018	01/06/2019	6
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6.3.4 – Faculty and Staff recruitment (no. for permanent recruitment):

Teaching		Non-teaching	
Permanent	Full Time	Permanent	Full Time
Nill	15	Nill	20

6.3.5 – Welfare schemes for

Teaching	Non-teaching	Students
• Loan facility • Grants and financial assistance for research work attending conferences • Medical, Duty Earned Leave • Maternity leave for female employees as per policy • Free accommodation for employees • Concessional/subsidized medical and dental care for self family • Sabbatical and study leave for higher studies,	• Contributory Provident Fund • ESI • Loan facility • Medical, Duty Earned Leave • Maternity leave for female employees as per policy • Free accommodation for employees • Concessional/subsidized medical and dental care for self family • Staff farewell • Recognition and Awards for overall performance • Financial, administrative,	• Scholarships for deserving/needy students • Subsidized cafeteria facilities • Concessional/subsidized medical and dental facilities • ATM Facilities • Ensuring the periodic vaccinations • Railway travel concession during vacation • Mentor-Mentee Program • Professional Clinical Psychologist on need based • Program/training on soft and communication

research work etc. • Staff farewell • Recognition and Awards for overall performance • Financial, administrative, logistical help for faculty on compassionate grounds	logistical help on compassionate grounds and on case-to-case basis	skills development • Annual health check-up • Students Council and its Sub-Committees in collaboration with IECAC coordinate intra inter-institutional curricular and co-curricular activities of the students. • ISPWC: Student representatives ensure that issues concerning academic, social and personal welfare of the students are well represented and taken up. • IARC: Student representatives help to prevent any incident of ragging within as well as outside the campus of the Institute. It also helps in maintaining the general discipline in the Institute. • IHHC: Student representatives help in ensuring smooth functioning of hostels, mess and the welfare of hostel inmates. Committee also ensures maintenance of general discipline, neatness, and hygiene within the hostels. • ILLRC: Student representatives give useful inputs regarding upgradation and use of library resources for overall professional personal development of the students. • Institute encourages student's participation in various Local, State, National and International level academic activities/conferences as well as co-curricular competitions. • Students participating in various extra-curricular activities are given the following support and facilities: • Sponsoring registration fee. • Facilitating concessional travel grants. •

Providing sports equipment and kit. • Transport facility and other logistic support for participation. • Special leaves and attendance considerations. • Flexibility in internal assessment examinations (if required within permissible limits). • Awards and certificates of appreciation to deserving students in various events. • Special care is taken to provide nutritious balanced diet to the hostelers. • All award winners are recognized by the Institute during the 'College Week' celebrations. Their achievements are also awarded and published.

6.4 – Financial Management and Resource Mobilization

6.4.1 – Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institute has a Director Finance who monitors all income and expenses. Monitoring of the effectiveness and efficient use of financial resources is done by the Institutional Finance Committee (IFC). The IFC of the institution meets at least twice in a year and as and when required to deliberate upon the financial planning and resource allocation of the institution. The annual budget of the revenue expenditure and the capital expenditure are reviewed by IFC and finally approved by the MC. There is a regular monthly internal audit for monitoring effective and efficient use of financial resources in addition to the annual audit. Internal audit is done by the Director Finance under the guidance of the Chairman SDC. Audited report is then submitted to the Chairman SDC and IFC for approval. External audit is done by an external agency twice a year. The external agency for audit was Ajay Ritu And Associates for the year 2018-19.

6.4.2 – Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year(not covered in Criterion III)

Name of the non government funding agencies /individuals	Funds/ Grnats received in Rs.	Purpose
No Data Entered/Not Applicable !!!		
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6.4.3 – Total corpus fund generated

507.42

6.5 – Internal Quality Assurance System

6.5.1 – Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	Nill	Nill	Yes	Institutional Examination Academic Committee (IEAC)
Administrative	Nill	Nill	Yes	Management Committee (MC) IQAC

6.5.2 – Activities and support from the Parent – Teacher Association (at least three)

* **Regular interaction of the Parents with the principal/vice-principal on overall performance of their wards.** • **Institution takes proactive feedback from the parents and works on their suggestions for further improvement.** • **Parents are requested to attend important events and special functions like Orientation, Founder's Day etc. at the Institute.**

6.5.3 – Development programmes for support staff (at least three)

Maintenance of Oral Hygiene 01.08.2018 Bio-medical Waste 15.09.2018 Hand Hygiene and Steps of Hand Washing 16.03.2019

6.5.4 – Post Accreditation initiative(s) (mention at least three)

* **Creation of IQAC** • **Establishment of DCDE under IQAC** • **Upgradation of Department of Public Health Dentistry**

6.5.5 – Internal Quality Assurance System Details

a) Submission of Data for AISHE portal	Yes
b)Participation in NIRF	No
c)ISO certification	Yes
d)NBA or any other quality audit	Yes

6.5.6 – Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting IQAC	Duration From	Duration To	Number of participants
2018	Facilitating Value-added courses/Programs	Nill	01/04/2018	31/03/2019	538
2018	Creation of Department of Continuing Dental Education (DCDE) under IQAC	Nill	03/10/2018	Nill	649
2018	Facilitating celebration	Nill	02/04/2018	31/03/2020	649

		of various Days of National/Internatial/ Institutional Importance by preparation and promulgation of calendar				
2018	Conducting CDE/Seminars/webinars/workshops	Nill	02/04/2018	31/03/2019	649	
2018	Conducting various awareness and development programs for faculty, students and non-teaching staff	Nill	02/04/2018	31/03/2019	816	
2019	Awards felicitation of achievers in academic administrative fields	26/01/2019	26/01/2018	25/01/2019	21	
2019	Awards felicitation of achievers in sports, literary and cultural activities	30/03/2019	30/03/2018	29/03/2019	295	
2019	Nominating faculty, students staff for the award involved in the process of NAAC	26/01/2019	26/05/2016	25/01/2019	97	
2019	Facilitating in establishing new MOU's/ collaborations with reputed organizations/institutions ●	30/03/2019	Nill	Nill	195	

	Lucknow Cancer Institute • CSIR-CDRI, Lucknow				
2019	Identifying IQAC Departmental Nodal Person for collaboration /communication with IQAC	08/03/2019	Nill	Nill	10

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CRITERION VII – INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 – Institutional Values and Social Responsibilities

7.1.1 – Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period from	Period To	Number of Participants	
			Female	Male
A Lecture was organized for the faculty and students on "Gender Mainstreaming" on the occasion of Women Equality Day	25/08/2018	Nill	233	57
Women's Day an interactive lecture for both the faculty and students was organized on "Balance for Better with regards to the greater global push for professional and social equality"	08/03/2019	Nill	119	66

7.1.2 – Environmental Consciousness and Sustainability/Alternate Energy initiatives such as:

Percentage of power requirement of the University met by the renewable energy sources
• All the stakeholders are kept well informed about the importance and need to minimise consumption of water, power and paper by the Institutional Environment and Biosafety Committee (IEBC). • IEBC along with Institutional authorities organises various educative programs/drives related to energy conservation,

environment protection, Swachh Bharath, waste management disposal, and tree plantation etc. • Various signages regarding the requirement to keep campus clean, neat, healthy plastic free are also placed in key locations such as main entrance, parking, reception area, departments, hostels, mess area hospital premises etc. • All the students and staff of the SDC are very well sensitised regarding conservation of electricity and water. • Sensor based energy conservation equipment are in use at numerous places. • The institution has taken initiative to use alternative source of energy and for this solar panels have been installed in the campus. • Maximum area of the college campus has been beautifully landscaped with grass, medicinal flowering plants and trees to make the campus lush green. • In order to save energy and reduce air pollution, the institution has advised all its staff students to actively use public transportation, college bus service, use of bicycles and carpooling.

7.1.3 – Differently abled (Divyangjan) friendliness

Item facilities	Yes/No	Number of beneficiaries
Physical facilities	Yes	Nill
Provision for lift	Yes	Nill
Ramp/Rails	Yes	Nill
Braille Software/facilities	Yes	Nill
Rest Rooms	Yes	Nill
Scribes for examination	No	Nill
Special skill development for differently abled students	No	Nill
Any other similar facility	Yes	Nill

7.1.4 – Inclusion and Situatedness

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date	Duration	Name of initiative	Issues addressed	Number of participating students and staff
2018	81	81	Nill	Nill	Extension and outreach programmes/activities/camps (Educative, preventive, diagnostic, treatment Camps)	Oral hygiene awareness, prevention of oral diseases and treatment	538
2018	1	1	31/05/2	Nill	World	Harmful	20

			018		No Tobacco Day at U.P. Pollution Control Board Department	effects of Tobacco	
2018	1	1	07/04/2018	Nill	World Health Day at Millennium School	Maintenance of Oral Hygiene	18
2018	1	20	Nill	Nill	Being closer to National Highway and close proximity to various educational Institutions provides an opportunity to enter into MoUs with Institutions of National repute	Research Consultancy opportunity for faculty and students.	58
2018	1	18	Nill	Nill	Regular visits by team of doctors from the college to various educational institutes and corporate establishments	To expose the students faculty to the oral health needs of the population around the institution, and to educate the employees on oral health needs and facilities	127

						available in the Institution	
2018	1	19	Nill	Nill	Being located in semi-urban area provides an opportunity to engage with rural population in nearby villages. Hence, the institute has followed the policy of adoption of the nearby villages to benefit the masses.	To give the students faculty an experience of interacting with diverse sections of the society and to gain first-hand-exposure to the oral health needs of the population around the institution, and also to increase the patient base	183
2018	1	24	Nill	Nill	Being closer to National Highway and proximity to various Healthcare Institutions, the college has advantage in conducting CDEs, webinars, hands-on, workshops etc with greater participat	To enhance the knowledge base and clinical skills of faculty, students and staff483	538

				ion of faculty and students	

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7.1.5 – Human Values and Professional Ethics Code of conduct (handbooks) for various stakeholders

Title	Date of publication	Follow up(max 100 words)
Code of Ethics Conduct	08/03/2018	The SDC Code of Ethics Conduct Handbook is prepared as per the guidelines laid down by the DCI Dr. R M L Avadh University on ethics and conduct of health professionals including students and staff in a professional health institution. This document gives a detailed insight into the rules, regulations and general ethical practices to be adhered to by the students, faculty, clinical non-clinical staff of SDC. The document also outlines aspects concerning unethical acts, punishments and disciplinary actions. Manual amended on 03.10.2018 (Amended)

7.1.6 – Activities conducted for promotion of universal Values and Ethics

Activity	Duration From	Duration To	Number of participants
Poster competition was organized at the institute level and outreach activities were conducted in the nearby villages on the occasion of World No Tobacco Day to sensitize students and others about the ill effects of tobacco	31/05/2018	Nil	26
International Yoga Day was celebrated to generate awareness about the importance and	21/06/2018	Nil	188

impact of yoga on the health			
Lecture on Intellectual Property Rights was organized	23/07/2018	Nil	57
Patient educative talk was organized for patient at risk on the occasion of World Head Neck Cancer Day.	27/07/2018	Nil	29
Sensitization program "Importance of Oral Hygiene"	01/08/2018	Nil	22
On the occasion of Breast-Feeding Day Patients and non-teaching staff were sensitize towards the advantages of Breastfeeding	06/08/2018	Nil	131
Tree Plantation Drive was organized by the Institutional Environment and Bio safety Committee	06/08/2018	Nil	58
Series of lectures were organized on Evidence Based Dentistry to inculcate ethical values and to develop research acumen • Critical Thinking and Level of Significance • Randomized Clinical Trial • Meta-Analysis and Systematic Review	14/08/2018	30/08/2018	31
Independence Day is celebrated to promotes nationalism and patriotism towards the nation among all the faculty, students and non-teaching staff	15/08/2020	Nil	568
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7.1.7 – Initiatives taken by the institution to make the campus eco-friendly (at least five)
Reducing carbon foot print: A conscious effort is made to apprise the faculty, staff and students about the carbon foot print and various steps which can help to reduce the carbon footprint. Specific staff members and students have been assigned such duties for this purpose. To mention a few • Staff and faculty have developed a "Carpool" to reduce the fossil fuel consumption • During summers, to cut off the summer heat from sunlight, window shades are used to keep the temperature low. Use of fan is promoted and use of Air-conditioner is strictly limited to the high temperature weeks. • During winters, window shades are folded/ lifted for maximizing the use of natural light • Lights and fans are switched off when a specific area is not in use. • Most of the fluorescent lights in the departments have been replaced with LED lights to reduce the electricity consumption Go Green Initiative • Numerous drives on Tree plantation are conducted within the premises annually. • Plantation of medicinal plants at "Madhuban" medicinal garden. • Plantation of seasonal fruit flower bearing plants. • Utilization of water harvested from rain and AC devices for irrigation purposes. • Minimal utilization of plastic products to make the campus plastic free. • Dustbins are placed at numerous key locations to ensure neat clean environment in the campus. • Eco-friendly signages at strategic locations. Minimizing the use of paper: • "Save Paper Policy" for minimising the use of paper for dissemination of various circulars and information by using e-mails WhatsApp groups. All patient related work (history taking, ordering investigations, receiving the reports, referral expert opinions and transfer from one department to another) is done on computers connected to LAN. Moreover, the backside of used papers is used for printing for draft checking etc. Robust waste management: • Bio-waste: is segregated at source in coloured waste bins and disposed off as per the guidelines given by IEBC adopted from the guidelines released by Ministry of Health and Family Welfare, Govt. of India. • General waste: is methodically collected and disposed off in composting pits. Handling of waste is carefully done to protect environmental pollution. Utilising alternate energy sources: SDC has installed solar powered street lights throughout the campus.

7.2 – Best Practices

7.2.1 – Describe at least two institutional best practices
First Best Practice : Inculcating Moral Ethical Values Second Best Practice : Quality Patient Care and Welfare

Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link
https://www.sdcindia.ac.in/_files/ugd/1f6621_c1c393c52bc546dc9c670d21ba3e071e.pdf

7.3 – Institutional Distinctiveness

7.3.1 – Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust in not more than 500 words
Preparation and Implementation of IQAC Calendar

Provide the weblink of the institution
https://www.sdcindia.ac.in/_files/ugd/1f6621_c1c393c52bc546dc9c670d21ba3e071e.pdf

8.Future Plans of Actions for Next Academic Year

• To implement the New Work Schedule with an aim to enhance operational, administrative and academic efficiency of the Institute. • To conduct extension

programs in order to enhance outreach activities • To establish International/National MoUs for professional collaboration with reputed institutes organizations. • To train the faculty and staff on managerial skills and personality development traits. • To add new facet of facial aesthetic procedures in 'Facial Rejuvenation Clinic' • To initiate Ph.D. programs • To implement new DCI guidelines for MDS examination. • To increase green area. • To upgrade the following: o Internet bandwidth o Lecture theatres o Hostel facilities o Gym recreational facilities o Dental chairs o Radio-diagnostic equipment o SHRC to render specialized services o Preclinical Prosthetic Laboratory

SARASWATI DENTAL COLLEGE

(Affiliated to Dr. Ram Manohar Lohia Avadh University, Ayodhya)

ANNUAL QUALITY ASSURANCE REPORT (AQAR)
(2018-19)
Report Prepared by Internal Quality Assurance Committee

Submitted on 18th May, 2019
to
NATIONAL ASSESSMENT AND ACCREDITATION COUNCIL
P.O. Box No. 1075, Bengaluru, Karnataka-560072
India

The Annual Quality Assurance Report (AQAR) of the IQAC
(For Affiliated/Constituent Institutional s)

Part – A

Data of the Institution

1. Name of the Institution

| Saraswati Dental College |

Name of the Head of the institution:

| Prof. (Dr.) R. S. Bedi |

- **Designation:**

| Principal |

- **Does the institution function from own campus:**

| Yes |

- **Phone no./Alternate phone no. :**

| 8189063699, 0522-3071006 |

- **Mobile no.:**

| +91 9889816455 |

- **Registered e-mail:**

| contactsdc@saraswaticolleges.com |

- **Alternate e-mail:**

| rsbedi@saraswaticolleges.com |

- **Address :**

| 233, Tiwariganj, Chinhat, Faizabad Road |

- **City/Town :**

| Lucknow |

- **State/UT :**

| Uttar Pradesh |

- **Pin Code :**

| 226028 |

2. Institutional status:

- **Affiliated /Constituent:**

| Affiliated |

- **Type of Institution: Co-education/Men/Women :-**

| Co-education |

- **Location : Rural/Semi-urban/Urban:**

| Urban |

- **Financial Status: Grants-in aid/ UGC 2f and 12 (B)/ Self financing (please specify)**

| Self financing |

- **Name of the Affiliating University:**

| Dr. R.M.L Avadh University, Ayodhya, Uttar Pradesh, India |

- **Name of the IQAC Co-ordinator :**   Prof. (Dr.) Kunal Sah

- **Phone no. :**   8189063699

- **Alternate phone no.**   0522-3071006

- **Mobile:**   +91 9758970400

- **IQAC e-mail address:**   sdciqac@saraswaticolleges.com

- **Alternate Email address:**   kunalsah@saraswaticolleges.com

3. Website address: https://www.sdcindia.ac.in/

- **Web-link of the AQAR: (Previous Academic Year 2017-18):**

  https://www.sdcindia.ac.in/_files/ugd/1f6621_e4e4e38656534021979ee7dcffb85b3c.pdf

4. Whether Academic Calendar prepared during the year?   Yes

- **Weblink:**   https://www.sdcindia.ac.in/_files/ugd/1f6621_104ffc305f6a43b28c0ae66766becaa5.pdf

5. Accreditation Details:

Cycle	Grade	CGPA	Year of Accreditation	Validity Period
1st	A	3.01	2016	25.05.2016 to 24.05.2021
2nd	-	-	-	-
3rd	-	-	-	-
4th	-	-	-	-
5th	-	-	-	-

6. Date of Establishment of IQAC: 09.03.2016

7. Internal Quality Assurance System

7.1 Quality initiatives by IQAC during the year for promoting quality culture		
Item /Title of the quality initiative by IQAC	**Date & duration**	**No. of participants / beneficiaries**
Facilitating the implementation of Micro-Dentistry (Inter-disciplinary Program) to impart knowledge and clinical skills	07.05.2018 (Minimum 8 hrs)	11

Submission of Institutional AQAR 2017-18 to NAAC, Bengaluru	18.05.2018	20
Facilitating the implementation of Smile Design (Inter-disciplinary Program) to impart knowledge and clinical skills	21.05.2018 (Minimum 8 hrs)	17
Facilitating the implementation of Research Methodology (Value-added Program) to enhance research acumen	17.09.2018 (Minimum 8 hrs)	31
Preparation and dissemination of annual taskings by IQAC for effective and optimum performance of leadership and management in institutional activities specified in the IQAC Calendar	Notice circulated on 07.01.2019 (Jan 2019-Dec 2019) Available on Institutional website	653
Preparation and dissemination of Calendar for the celebration of various Days of National/International/ Institutional importance to inculcate good moral and ethical values and spirit of nationalism	Notice circulated on 14.05.2018 (June 2018-May 2019) Available on Institutional website	653
Auditing of Department Documentation as per checklist prepared and promulgated to all the departments by IQAC.	23 -27.09.2018 & 07-11.01.2019	09
Maintaining quality culture through auditing of institutional committee documentation	February, 2019 (11 – 15.02.2019)	20
Awarding certificate of Excellence to the Best IQAC Policy & Quality Compliant Department (2018-19)	28.03.2019 (Apr 2018-Mar 2019)	01
Awarding Certificate of Excellence to the Best Department for timely submission of AQAR 2018-19 as per NAAC/IQAC Guidelines	15th August, 2019 (Apr 2018-Mar 2019)	01
Creation of Department of Continuing Dental Education (DCDE) under IQAC	03.10.2018	88
Supporting and guiding Department of Public Health Dentistry (PHD) to undertake various outreach/extension activities involving faculty and students	During academic year 2018-19. Available on Institutional website	598
Proposing the names of the faculty for the awards & recognition excelling in academic & administrative fields	26.01.2018- 25.01.2019	21
Felicitating the faculty & staff involved in the process of NAAC (Cycle 1)	26.01.2016- 25.01.2019	97
Assistance IRDC in getting recognition of Institute as Scientific & Industrial Research Organization (SIRO) by the Department of Scientific & Industrial Research (DSIR), Ministry of Science & Technology, Govt. of India.	Renewed till 31.03.2020	199
Facilitating in establishing new MOU/collaborations with reputed organizations/institutions (2018-19) • Lucknow Cancer Institute • CSIR-CDRI, Lucknow	Valid from 30.03.2019 till 30.03.2024	176

Identifying IQAC Departmental Nodal Person for collaboration/communication with IQAC	08.03.2019 (08.03.2018-31.03.2019)	09
Proposal & Preparation of New Work Schedule (NWS) to enhance the efficacy of teaching-learning & patient care.	(December 2018 onwards)	88
IQAC Meetings	IQAC meetings were conducted (2018-19) 1. 16.08.2018 2. 20.02.2019	38
Preparation of AQAR 2018-19	From (01.04.2018-31.03.2019)	20

8. Provide the list of funds by Central/ State Government UGC/CSIR/DST/DBT/ICMR/TEQIP/World Bank/CPE of UGC etc.

Institution/ Department/Faculty	Scheme	Funding agency	Year of award with duration	Amount
-	-	-	-	-
-	-	-	-	-
-	-	-	-	-

9. Whether composition of IQAC as per latest NAAC guidelines: Yes/No: | Yes |

*upload latest notification of formation of IQAC

https://www.sdcindia.ac.in/_files/ugd/1f6621_7864abb33add4780bab54dc55834332c.pdf

10. No. of IQAC meetings held during the year: | 02 |

The minutes of IQAC meeting and compliance to the decisions have been uploaded on the institutional website

Yes/No | Yes |

(Please upload, minutes of meetings and action taken report)
MoM & ATR 1:
https://www.sdcindia.ac.in/_files/ugd/717443_f9a84e38dd03476f80c9aa493c397ac8.pdf
MoM & ATR 2:
https://www.sdcindia.ac.in/_files/ugd/717443_a649f150678a49e2b135fd875ef5c462.pdf

11. Whether IQAC received funding from any of the funding agency to support its

activities during the year? Yes | - | **No** | √ |

If yes, mention the amount: Year: | - | | - |

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12. Significant contributions made by IQAC during the current year

- Submission of data to All India Survey on Higher Education (AISHE) 2018-19
- Preparation and promulgation of Academic Calendar, IQAC Calendar, Days of National/International/Institutional importance (2018-19).
- Proposing and facilitating the **Convocation ceremony** in recognition of 20 years of Excellence in Dental Education & Oral Health Care of the Institute on 14th November, 2018.
- Conducting periodic departmental and committee documentation audit.
- Awarded certificate of excellence to the Best IQAC Policy & Quality Compliant Department (2018-19).
- Awarded Certificate of Excellence to the Best Department for timely submission of AQAR 2018-19 as per NAAC/IQAC Guidelines
- Proposing creation of Department of Continuing Dental Education (DCDE) under IQAC, and Selection of IQAC Departmental Nodal Person.
- Introduction of new Inter-Disciplinary Programs (Micro-Dentistry and Smile Design).
- Proposal & Preparation of New Work Schedule (NWS) to enhance the efficacy of teaching-learning and patient care.
- Facilitating the conduct of various events (CDE/Guest Lectures/Workshops/Conventions) for Quality Enhancement, Professional Skill Development and for inculcation of Moral & Ethical values involving Department of Continuing Dental Education, various departments and Institutional Committees.
- Facilitating the implementation of Value-added courses/Program, Faculty Development Programs by External Resource Person(s).
- Preparation and Submission of Departmental AQAR (2018-19) to IQAC.
- Preparation and Submission of Institutional AQAR (2018-19) to NAAC, Bengaluru.

13. Plan of action chalked out by the IQAC in the beginning of the Academic year towards Quality Enhancement and the outcome achieved by the end of the Academic year

Plan of Action	Achievements/Outcomes
Facilitating the implementation of new Value-added Programs and Inter-Disciplinary Program (IDP) to impart knowledge within and beyond the curriculum	Introduced (2018-19) - Micro-Dentistry (Inter-disciplinary Program) to impart knowledge and skills - Smile Design (Inter-disciplinary Program) - Research Methodology (Value-added Program)
Preparation and dissemination of annual taskings by IQAC for effective and optimum performance of leadership and management in Institutional activities specified in the IQAC Calendar	Implemented Circulated on 07.01.2019 (Jan 2019 – Dec 2019) (Uploaded on Institutional website)
Preparation and dissemination of Academic Calendar	Implemented Circulated on 01.07.2018 (01.07.2018 – 31.07.2019) Uploaded on Institutional website
Preparation and dissemination of Calendar for Celebration of various Days of National/International/ Institutional Importance to inculcate good moral and ethical values and spirit of nationalism	Celebrated (Uploaded on Institutional website)

Auditing of all documents related to the departments as per IQAC guidelines	Audited September 2018 (23– 27.09.2018) & January 2019 (07 – 11.01.2019)
Auditing of all documents related to the Institutional Committees as per IQAC guidelines	Audited February, 2019 (11 – 15.02.2019)
Facilitating the conduct of various events (CDE/Guest Lectures/Workshops/Convention) for Quality Enhancement, Professional Skill Development and for inculcation of Moral & Ethical values involving Department of Continuing Dental Education, various departments and institutional committees.	Organized/ Conducted Reports uploaded on Institutional website
Interacting with all the Institutional committees with faculty, students and non-teaching staff	14.03.2019
Submission of National Survey report to Department of Science & Technology (DST), Ministry of Science & Technology, Govt. of India.	Report submitted on 16.01.2019
Submission of report on Pilot Study of NAAC documents & new SSR	Report submitted on 24.01.2019 to NAAC Bengaluru
Awarding Certificate of Excellence to the Best NAAC/IQAC Policy and Quality Compliant Department	Awarded on 15.08.2019 2016-17: Department of Oral Pathology & Microbiology 2017-18: Department of Oral & Maxillofacial Surgery 2018-19: Department of Oral Medicine & Radiology
Awarding Certificate of Excellence to the Best Department for timely submission of AQAR 2018-19 as per NAAC/IQAC Guidelines	Awarded on 15.08.2019 2018-19: Department of Oral Medicine & Radiology
Identifying IQAC Departmental Nodal Person for collaboration/communication with IQAC	Nodal person from each department for easy, quick & effective communication and compliance with IQAC was nominated by HOD on 08.03.2019
Preparation of Institutional AQAR 2018-19	During 01.04.2018 to 31.03.2019
Submission of Institutional AQAR 2018-19 to NAAC	Submitted on 18.05.2019 Available on Institutional website

Note: Academic Calendar attached as Annexure II

14. Whether the AQAR was placed before statutory body?   Yes /No: Yes

Name of the statutory body: Management Committee (MC)

Date of meeting(s):   29.04.2019

15. Whether NAAC/or any other accredited body(s) visited IQAC or interacted with it to assess the functioning?

Yes/No: No   **Date:** -

16. Whether institutional data submitted to AISHE: Yes/No: Yes

Year: 2019   **Date of Submission:** 15.02.2019

17. Does the Institution have Management Information System?

Yes √   **No** -

If yes, give a brief description and a list of modules currently operational.

At SDC, the management information system is created to be a collection of systems, hardware, procedures involving trained personnel in which all work together to process, store and produce information that is useful to the Institute in true sense. This Institution effectively utilizes the Management Information System for the following purposes:

For Teaching, Learning & Evaluation
- ERP system - www.sdcportal.com (Edufruit), for disseminating information regarding academic schedule, lectures, attendance etc.
- Information regarding student's attendance and other academic related activities is also sent to the registered mobile numbers of their parents.
- Maintaining attendance record through biometric devices.
- LIS-SDC application and Bar-Coding system for library management.

For Management of data related to Patients
- 'e-SDC software' for management of dental patients and their records.
- 'HIS-SHRC application' for management of hospital patients and their medical records.
- 'SarSanjivani software' for management of drug distribution & accounting at Institutional pharmacy.

For Financial management
- Tally 9.3 (ERP-multi-user for all financial data) software for accounts/finance
- Payment receipts for treatment in SDC & SHRC through messages on registered mobile number of the patients.

For miscellaneous work or general management/ information.
- College web site: www.sdcindia.ac.in
- Use of digital signatures for administration.
- SDC e-feedback system installed at reception for registering feedback by all the stakeholders
- Sending messages to the patients on their mobiles/WhatsApp.
- Exchange of information & official orders on WhatsApp group and feedback on activities of IQAC, Institutional committee, mentor-mentee, as well as for administrative purposes.
- Data transfer/sharing in between various offices on SDC-LAN network sharing mode, for promoting paperless work culture.

<div align="center">**Part-B**</div>

CRITERION I – CURRICULAR ASPECTS

1.1   Curriculum Planning and Implementation

1.1.1   Institution has the mechanism for well-planned curriculum delivery and documentation.
        Explain in 500 words

Planning: This institution ensures effective curriculum delivery through a well-planned process. Curriculum design is in accordance with the syllabus given by Dr. R. M. L. Avadh University, Ayodhya in pursuance of Dental Council of India guidelines. Institution is not authorized to incorporate/amend the curriculum; however, the institution does follow a systematic process in the design, development and revision of the curriculum annually or as needed; based on emerging trends and contemporary dental practices. Institutional Examination and Academic Committee (IEAC) is responsible for overall implementation, monitoring and enhancement of this aspect.

Implementation: Feedback obtained from the stakeholders is analysed by IEC and suitable recommendations are forwarded to IEAC for consideration. IEAC further discusses relevant suggestions with the MC for improvement. The curriculum design and assessment patterns are also discussed with the University Board of Studies. These recommendations are forwarded to the Dental Council of India (DCI) and University as and when solicited. Any suggestions which are not in contravention to the DCI are incorporated in the syllabus after being duly approved by IEAC. The institution has developed a strong structure and means for effective implementation of the curriculum which is executed as follows:

- Meetings at Department and Institutional level are held regularly as per well-defined schedule.
- Annual academic calendar containing schedule of important academic activities is published regularly.
- IQAC calendar is published annually and strictly followed to achieve excellence in quality.
- The academic information is disseminated to all concerned through various notices/circulars from time-to-time.
- There is an effective horizontal and vertical integration of the curriculum.
- A systematic method of TL process and conduct of examinations is followed as per the laid down norms.
- The institute focuses on the overall development of students by their adequate exposure to R&D social/entrepreneurship programs and also through special professional lectures/CDEs/value-added programs etc.
- Students are exposed to the ethical and moral value systems including leadership aspects through lectures/talks by external resource person/guest speaker(s).
- Formative and summative assessment examinations are conducted through various modes i.e. Group Discussions, End-Posting Viva, OSPE/OSCE, Viva Cards etc.
- Faculty members and students are encouraged to enhance their knowledge and skills by providing on-campus world-class education and research facilities, and to participate in wide variety of off-campus academic activities.
- Lectures, demonstrations, practical and clinical teachings are structured to cover the entire curriculum through evidence based and problem-based learning with emphasis on recent advances in each specialty using conventional and ICT enabled methodologies.
- The academic program trains students progressively to handle basic to more complex diseases and procedures by following the system of "Tell, Show, Do, Replicate and Teach". Faculty also demonstrates advanced procedures for more comprehensive learning.
- Faculty and students are given opportunities to participate in on-campus and off-campus literary, cultural, sports, social and other extracurricular activities to facilitate their overall development.
- In addition, faculty and students undertake various research projects culminating into publications in journals of International/ National repute.
- Curriculum is modified to cater for various community outreach programs.
- Students and faculty are sensitized to deliver treatment in ethical, moral and humanitarian manner.

Enhancement: Based on the amendments by regulatory bodies, feedback by the stakeholders and need-based analysis, the following programs were introduced in the curriculum:
- Value-added Programs
- Inter-disciplinary Programs
- Add-on Program
- Capability Enhancement Programs

The following programs were introduced during the year (2018-19)
- Research Methodology (Value-added Program)
- Micro-Dentistry (Inter-disciplinary Program)
- Smile Design (Inter-disciplinary Program)

Introduced the innovative process of disseminating the curriculum through the implementation of New Work Schedule (NWS).

1.1.2 Certificate/ Diploma Courses introduced during the Academic year

Name of the Certificate Course	Name of the Diploma Courses	Date of introduction and duration	Focus on Employability/ Entrepreneurship	Skill Development
Research Methodology (Value-added Program)	-	17.09.2018	Employability	Developing research Acumen
Micro-Dentistry (Inter-disciplinary Program)	-	07.05.2018 (minimum 8 hrs)	Employability and Entrepreneurship	Enhancement of clinical skills under magnification
Smile Design (Inter-disciplinary Program)	-	21.05.2018 (minimum 8 hrs)	Employability and Entrepreneurship	Clinical skills development

1.2 Academic Flexibility

1.2.1 New programmes/courses introduced during the Academic year

Programme with Code	Date of Introduction	Course with Code	Date of Introduction
-	-	-	-

1.2.2 Programmes in which Choice Based Credit System (CBCS)/Elective course system implemented at the affiliated Institutional s (if applicable) during the Academic year.

Name of Programmes adopting CBCS	UG	PG	Date of implementation of CBCS / Elective Course System	UG	PG
-	-	-	-	-	-
Already adopted (mention the year)					

1.2.3 Students enrolled in Certificate/ Diploma Courses introduced during the year

No of Students	Certificate	Diploma Courses
31	Research Methodology	-
13	Micro-Dentistry	-
16	Smile Design	-

1.3 Curriculum Enrichment

1.3.1 Value-added courses imparting transferable and life skills offered during the year

Value added courses/programs	Date of introduction	Number of students enrolled
Evidence Based Dentistry	14⁻30.08.2018	31
Implantology Practice	06.09.2018	52

Research Methodology	17- 22.09.2018	31
Biostatistics	04 – 09.10.2018	31
Ethics	16 – 18.10.2018	31
Road Safety	17.12.2018	458
Medico Legal Awareness in Dental Practice	30.12.2018	105
Work-Life Balance	28.01.2019	496
Financial Management	29.01.2019	41
Enhancing your soft skills-Interview etiquettes	21.02.2019	86
Alternative Avenues for Dental Graduates	08.03.2019	102
Professional & Social Impartiality for Women	08.03.2019	185

1.3.2 Field Projects/Internships under taken during the year

Project/Programme Title	No. of students enrolled for Field Projects/Internships
81 extension and outreach programmes/activities/camps (educative, preventive, diagnostic, treatment) Saraswati Dental College, in collaboration with following: • Pradhan: Villages • Principal: School • HR Manager: Corporate Agencies/organizations • AGM/HR: Government Offices • SDC Rotaract Club	436
15 Blood Donation Camps, winter cloths and blanket distribution in slum areas in collaboration with Rotaract Club and other Hospitals of National Repute	40

1.4   Feedback System

1.4.1 Whether structured feedback received from all the stakeholders.

1) Students		2) Teachers		3) Employers		4) Alumni		5) Parents	
Yes	No	Yes	No	Yes	No	Yes	No	Yes	No
√	-	√	-	√	-	√	-	√	-

1.4.2 How the feedback obtained is being analysed and utilized for overall development of the Institution? (maximum 500 words)

A structured mechanism for obtaining and assessing feedback from various stakeholders exists. The IEC closely monitors the feedback. The overall feedback is then analysed by the IEC. Accordingly, IEC proposes the required amendments/changes in the curriculum/methodology and suitable recommendations are implemented through IEAC and MC. Feedback on the curriculum is also obtained from national and international faculty verbally as well as in writing, from time-to-time.

- Feedback collected from external experts is analysed by the IEC and then CDEs/workshops are conducted to cover the areas requiring greater elaboration.
- Based upon the feedback the Institution encourages students to participate in webinars, CDE, Workshops etc. to enhance learning initiatives beyond the syllabus and comprehensive understanding of the subject.
- Institution endeavours to obtain adequate information and feedback from faculty, students, patients, parents, employers, alumni etc.
- Institute also conducts Student Satisfaction Survey (SSS) on Teaching, Learning and Evaluation process and this form is also available on Institutional website which can be downloaded, and can be submitted in feedback/suggestion box.
- Formal as well as informal interactions of MC with the faculty, staff, students, patients, and parents for feedback.

- The MC formally meets the IQAC and all Heads of the Departments to discuss progress of issues obtained through feedback.

For quality enhancement and sustenance, based on the feedback obtained, following measures have been instituted:

- Publication of Academic & IQAC Calendar.
- Identifying IQAC Departmental Nodal Person.
- Awarding "Certificate of Excellence" for Best IQAC policy and Quality Compliant Department annually.
- Organizing "Convocation" on 14th November, 2018 in recognition of 20 years of Excellence in Dental Education & Oral Health Care of the Institution.
- Awards & felicitation of achievers in academic, extra-curricular, sports, literary and administrative fields.
- e-SDC software for management of patients and their dental records.
- Initiation and implementation of integrated teaching methods.
- Commencement of knowledge enhancement and sharing through webinars.
- Incorporation of OSCE/ OSPE system of evaluation.
- Conducting FDPs, PDPs, CDEs and lectures.
- Collaboration/linkages with reputed Industries/Institutions/ Organizations for academics & research.
- Acquisition of new instruments and equipment.
- Reconstitution of Student Council based on the elections.
- Incorporation of various inter-disciplinary, value-added and add-on programs in the curriculum.
- Incorporation of lectures on moral and ethical values.

CRITERION II - TEACHING-LEARNING AND EVALUATION

2.1 Student Enrolment and Profile

2.1. 1 Demand Ratio during the year

Name of the Programme	Number of seats available	Number of applications received	Students Enrolled
BDS 2018	100	Due to online process of Admission (NEET), all the applications were received at the office of DGME	100
MDS 2018	33	Due to online process of Admission (NEET), all the applications were received at the office of DGME	31

2.2 Catering to Student Diversity

2.2.1. Student - Full time teacher ratio (current year data)

Year	Number of students enrolled in the institution (UG)	Number of students enrolled in the institution (PG)	Number of full-time teachers available in the institution teaching only UG courses	Number of full-time teachers available in the institution teaching only PG courses	Number of teachers teaching both UG and PG courses
2018-19	100	31	64	-	47

2.3 Teaching - Learning Process

2.3.1 Percentage of teachers using ICT for effective teaching with Learning Management Systems (LMS), E-learning resources etc. (current year data)

Number of teachers on roll	Number of teachers using ICT *(LMS, e-Resources)*	ICT tools and resources available	Number of ICT enabled classrooms	Number of smart classrooms	E-resources and techniques used
111	111	Desktop, laptops, LCD/LED, Projector, Digital camera, Printer, Photocopier, Tablets, Pen Drive, Scanner, Microphone, CDs, SDC Edufruit (www.sdcportal.com), Wi Fi enabled high speed internet facility, Departmental Whatsapp groups, Wiley online, ICT Cell	04	04	*Online e-resources* e-books, e-journals, email, e-library, e-forum, e-learning, e-dictionaries, search engines, meta search engines, website, video conferencing, webinars, drop-box *Offline e-resources* CD ROM based e-resources (offline e-books, offline e-dictionaries, PDF converter, offline e-journals, offline e-books, offline e-library dissertation) *Blended Learning*

2.3.2 Students mentoring system available in the institution? Give details.
    (maximum 500 words)

The Institution has a robust mentoring system comprising of various methods to help and support its students. These are briefly enumerated below:

- **Mentor-Mentee Program:** Students of every academic year are divided into batches and a pair of mentors are assigned to them at the time of joining the institute. Regular Mentor-Mentee interactions (in person/social media platforms) are held in a structured manner. Focus of this program is "individual student" and every mentor is involved in 'One-to-One' interaction with his/her allotted Mentees. Mentors are responsible for the overall well-being of the mentee including his/her academic, personal, psycho-social growth, performances and their enthusiastic participation in professional & co-curricular activities. The Mentors encourage and ensure that the students prepare and participate in various academic and non-academic activities regularly. The chief mentor regularly interacts with other mentors for an update and further necessary action.

- **Slow – Fast learner system:** A system of identifying slow or fast learners is in place to additionally benefit the student. Remedial classes for slow/weak students and additional responsibility for the fast learners is practice to provide maximum mentoring. The faculty is regularly sensitised regarding varying learning needs of the students and they can also recommend to the concerned HOD to arrange for special extra classes or remedial classes for students needing additional help to improve upon their academic/clinical performances.

- **Institutional Placement and Guidance Committee (IPGC) Initiatives:** Students are also mentored through the IPGC for various competitive exams and their eligibility, schedules as well as regarding numerous job opportunities and vacancies. The placement & guidance committee, through its deployment and employment board provides credible and timely information regarding such activities. It also educates them on entrepreneurship options and its prospects.

- **Mentoring by Clinical Psychologist:** The Institute also has a Clinical Psychologist who is available to counsel any student requiring assistance in personal and psychological matters and based on inputs from mentors as and when required. This greatly benefits the student in handling his or her academic, personal and social pressures with ease.

- **Mentoring through Institutional Committees:** SDC has 23 institutional committees which deal with various aspects of administration, academics, healthcare and other operational functions. Students are made part of some of these committees. Very often the committee members sensitise and mentor students regarding observance of rules & regulations and functional aspects of their domain and this helps in better understanding of issues by students.

- **Mentoring through dedicated Beyond Syllabus Programs:** The Institute preaches inculcating good moral & ethical values in students through numerous dedicated beyond Syllabus Programs viz talks, lectures, participation in institutional/international/national days of importance, celebration of cultural festivals and active participation in outreach etc. such programs greatly help in developing qualities such as honesty, integrity, compassion, humility, empathy, patriotism and professional attitude of a responsible citizen.

Number of students enrolled in the institution	Number of fulltime teachers	Mentor: Mentee Ratio
442	111	1:4

2.4   Teacher Profile and Quality

2.4.1 Number of full-time teachers appointed during the year

No. of sanctioned positions	No. of filled positions	Vacant positions	Positions filled during the current year	No. of faculty with Ph.D
108	111	-	15	03

2.4.2 Honours and recognitions received by teachers (received awards, recognition, fellowships at State, National, International level from Government, recognised bodies during the year)

Year of award	Name of full-time teachers receiving awards from state level, national level, international level	Designation	Name of the award, fellowship, received from Government or recognized bodies
2018	Prof. (Dr.) R.S Bedi	Principal, Professor & Head, Department of Oral & Maxillofacial Surgery	• Fellowship, Academy of Dentistry International, ADI Global Conclave. • Certificate of Appreciation for glorifying the image of the University by his outstanding contribution in the field of Dentistry, Dr. Ram Manohar Lohia Avadh University.
2018	Prof. (Dr.) Arvind Tripathi	Professor & Head, Department of Prosthodontics and Crown & Bridge	• Clinical Research Award, American Academy of Dental Sleep Medicine. • Committee Member, Council for Prosthodontics Research, Indian Prosthodontics Society.
2018	Prof. (Dr.) A.K Srivastava	Professor & Head, Department of Basic Sciences	• Award of Honour (Community Health) Human Rights Association of India.
2018	Prof. (Dr.) Praveen Singh Samant	Professor & Head, Department of Conservative Dentistry and Endodontics	• Certificate of Appreciation for glorifying the image of the University by his outstanding contribution in the field of Conservative Dentistry and Endodontics, Dr. Ram Manohar Lohia Avadh University. • Award of Honour for contributing towards success of Cons-Endo Day 2017 by doing multiple root canal treatment in a single day and entering Limca Book of Records, Indian Association of Conservative Dentistry and Endodontics.
2018	Prof. (Dr.) Kunal Sah	Professor, Department of Oral & Maxillofacial Pathology and Oral Microbiology	• Best faculty Award (Professor) Management Committee, Saraswati Dental College, Lucknow. • Best Dressed Male, National Conference of Indian Association of Oral Maxillofacial Pathology, Amritsar.

2018	Prof. (Dr.) Vivek Bains	Professor & Head, Department of Periodontology	• Membership, National Academy of Medical Sciences. • Associate fellowship in Laser Dentistry from World Clinical Laser Institute (WCLI).
2018	Prof. (Dr.) Sunira Chandra	Professor & Head, Department of Oral Medicine and Radiology	• Certified Tobacco Control and Cessation Specialist by Indian Dental Association • Certified International Neuro-linguistic programming Practitioner
2018	Prof. (Dr.) Chetan Chandra	Professor, Department of Periodontology	• Fellowship, International Congress of Oral Implantologists (ICOI).
2018	Dr. Ruchi Srivastava	Reader, Department of Periodontology	• Best Faculty Award (Reader) Management Committee, Saraswati Dental College, Lucknow.
2018	Dr. Ashish Chauhan	Lecturer, Department of Orthodontics & Dentofacial Orthopaedics	• Best Faculty Award (Lecturer) Management Committee, Saraswati Dental College, Lucknow.
2018	Dr. Kirti Nigam	Tutor,	• Best Faculty Award (Tutor) Management Committee, Saraswati Dental College, Lucknow.
2018	Dr. Pratik Chandra	Reader, Department of Orthodontics & Dentofacial Orthopaedics	• Best Young Dentist of the Year • Certificate of Excellence towards Society & Nation
2019	Prof. (Dr.) Anil Singh	Professor & Head, Department of Oral & Maxillofacial Pathology and Oral Microbiology	• EC Member, Indian Association of Forensic Odontology. • EC Member, Indian Association of Oral & Maxillofacial Pathology.
2019	Prof. (Dr.) Sunira Chandra	Professor & Head, Department of Oral Medicine and Radiology	• Guest of Honour, 4th International Maxillofacial Summit at Rama Dental College, Kanpur.

2.5 Evaluation Process and Reforms

2.5.1 Number of days from the date of semester-end/ year- end examination till the declaration of results during the year

Programme Name	Programme Code	Semester/ year	Last date of the last semester-end/ year- end examination	Date of declaration of results of semester-end/ year- end examination
BDS 2018	-	2018	21.11.2018	01.04.2019
MDS 2018	-	2018	01.09.2018	12.10.2018

2.5.2	**Reforms initiated on Continuous Internal Evaluation (CIE) system at the institutional level (250 words)**

The IEAC oversees the entire examination & evaluation process. The information regarding the examination & evaluation process is available on institutional website/SDC portal and is also displayed on notice boards. The process strictly follows the guidelines laid down in SEM.

Some reforms implemented are as follows:

Effective Dissemination of the information related to Continuous Evaluation Process
- SEM containing all the information related with examination & evaluation system is regularly revised, based on feedback.
- Students are provided with an academic calendar at the beginning of each academic session which includes tentative details/schedule of their internal assessment and professional exams.

Formative Assessment
- Assessments are held at the completion of each topic/ clinical posting.
- End posting evaluation is conducted in all the departments using the OSCE and OSPE system.
- Inclusion of MCQs.
- Mock Exams are conducted for PGs.
- Open Book Examination is followed.
- Bi-annual assessment report is communicated to the parents.
- MDS students are evaluated on the basis of seminars, JCs, case-presentations and their knowledge and degree of interest shown in patient care during peri-operative preparation, assistance and post-operative care including bed/chair side case discussions.

Summative Assessment
- The OSCE and OSPE system for evaluating clinical/practical knowledge at UG and PG levels in University practical examinations also.
- Implementing a short training session for invigilators prior to the examination.
- CCTVs are utilised in examination halls for surveillance.
- Viva Cards also used in formative & summative assessment process to make it bias free.
- Facilitating surprise visits by flying squads to check use of any unfair means.

2.5.3	**Academic calendar prepared and adhered for conduct of Examination and other related matters (250 words)**

SDC&H maintains a comprehensive annual **"Academic Calendar"** following the guidelines of the DCI and Dr. Ram Manohar Lohia Avadh University, Ayodhya. This calendar is prepared at the beginning of each academic year by taking consent from the Principal, IQAC, IEAC and Dean PG and Basic Sciences. Necessary meetings are conducted by the concerned members towards unambiguous preparation of the calendar whilst incorporating all the necessary inputs w.r.t. the timetable, internal examination dates, clinical posting schedules, professional University exams and various important academic activities.

This calendar is accessible by each student. Information regarding the eligibility to appear in the examination, schedule of examination/assessments and details of the process of examination (conduct, pattern, marks distribution etc.) is given to the students at the beginning of the session. This entire information is also available on the Institutional website (www.sdcindia.ac.in) and displayed on various notice boards from time to time.

Institute ensures complete transparency in the both internal and University evaluation processes by completely complying with the guidelines issued by the regulatory bodies (DCI & University) mentioned in the SEM. Institute at every level ensures strict confidentiality in the conduct of the examinations.

SDC Examination Manual (SEM) containing all the information related with examination & evaluation system is regularly revised from time to time after recommendations of the IEAC and is strictly followed. Academic Calendar is available on the Institutional website and is also attached as an *Annexure II*.

2.6	Student Performance and Learning Outcomes

2.6.1 Program outcomes, program specific outcomes and course outcomes for all programs offered by the institution are stated and displayed in website of the institution (to provide the weblink)

SDC has clearly outlined the Program outcomes, program specific outcomes and course outcomes for all its programs and these are also displayed on the web-site
https://www.sdcindia.ac.in/_files/ugd/717443_7417887b8bb0409ea6298e62fd68e84d.pdf
The broad outcomes are as follows:
1. Acquiring adequate knowledge and understanding
2. Developing sufficient psychomotor and analytical skills
3. Inculcating professional aptitude
4. Developing communication skills/ ability
5. Inculcating research aptitude

2.6.2 Pass percentage of students

Programme Code	Programme name	Number of students appeared in the final year examination	Number of students passed in final semester/year examination	Pass Percentage
-	BDS	99	94	95%
-	MDS	33	33	100%

2.7	Student Satisfaction Survey

2.7.1 Student Satisfaction Survey (SSS) on overall institutional performance (Institution may design the questionnaire) (results and details be provided as weblink)

The Institute takes regular feedback from its students on overall Institutional performance.
Feedback questionnaire with results is available on Institutional website.
https://www.sdcindia.ac.in/_files/ugd/1f6621_8d81022372c44e368af8592ef88db320.pdf

CRITERION III – RESEARCH, INNOVATIONS AND EXTENSION

3.1 Resource Mobilization for Research

3.1.1 Research funds sanctioned and received from various agencies, industry and other Organisations

Nature of the Project	Duration	Name of the funding Agency	Total grant sanctioned	Amount received during the Academic year
Major projects	-	-	-	-
Minor Projects	-	-	-	-
Interdisciplinary Projects	-	-	-	-
Industry sponsored Projects	-	-	-	-
Projects sponsored by the University/ Institutional	2018-19	Institutional	11.97	11.96
Students Research Projects *(other than compulsory by the Institutional)*	-	-	-	-
International Projects	-	-	-	-
Any other (Specify)	-	-	-	-
Total	-	-	-	-

3.2 Innovation Ecosystem

3.2.1 Workshops/Seminars Conducted on Intellectual Property Rights (IPR) and Industry-Academia Innovative practices during the year

Title of Workshop/Seminar	Name of the Dept.	Date(s)
Intellectual Property Rights	Oral & Maxillofacial Surgery	23.07.2018
Evidence Based Dentistry	IRDC & Periodontology	14 – 30.08.2018
Medical Research Regulatory Bodies & Funding Agencies in India	DCDE	10.09.2018
Research Methodology	IRDC & PHD	17 - 22.09.2018
Biostatistics	IRDC & PHD	04 – 09.10.2018
Ethics	IRDC & PHD	16 – 18.10.2018
Copyrights & Patents	DCDE	25.02.2019

3.2.2 Awards for Innovation won by Institution/Teachers/Research scholars/Students during the Year

Title of the innovation	Name of the Awardees	Awarding Agency	Date of Award	Category
Clinical Research	Dr. Pratik Chandra (Faculty)	Indian Orthodontics Society	07.12.2018	Best Poster
Original Research	Dr. Shagun Agarwal (P.G Student, Department of Paediatric Dentistry)	ISPPD PEDOCON 2018	26.08.2018	Best Paper
Review	Dr.VanshikaYadav Dr.Vandita Raj (P.G Student, Oral Medicine and Radiology)	Indian Academy of Oral Medicine and Radiology, National Conference 2018	25.11.2018	Best Poster

3.2.3 No. of Incubation centre created, start-ups incubated on campus during the year		
Incubation Centre	Name	Sponsored by
01	SDC Incubation Centre	SDC
Name of the Start-up	Nature of Start-up	Date of commencement
Multi-speciality Dental Clinic and Hospital	Promotion of Entrepreneurship	06.01.2019

3.3 Research Publications and Awards

3.3.1 Incentive to the teachers who receive recognition/awards

State	National	International
06	08	04

3.3.2 Ph. Ds awarded during the year *(applicable for PG Institutional, Research Center)*

Name of the Department	No. of Ph.Ds. Awarded
-	-

3.3.3 Research Publications in the Journals during the year

	Department	No. of Publication	Average Impact Factor, if any
National	Conservative Dentistry and Endodontics	-	**-**
	Oral & Maxillofacial Pathology and Oral Microbiology	03	
	Oral Medicine and Radiology	04	
	Oral and Maxillofacial Surgery	00	
	Orthodontics and Dentofacial Orthopaedics	08	
	Paediatric Dentistry	02	
	Periodontology	02	
	Prosthodontics and Crown & Bridge	04	
	Public Health Dentistry	-	
	Basic Sciences	-	
Total		**23**	
International	Conservative Dentistry and Endodontics	03	Range 1.842 - 6.754 Average: 4.298
	Oral& Maxillofacial Pathology and Oral Microbiology	01	
	Oral Medicine and Radiology	07	
	Oral & Maxillofacial Surgery	03	
	Orthodontics & Dentofacial Orthopaedics	02	
	Paediatric Dentistry	-	
	Periodontology	-	
	Prosthodontics and Crown & Bridge	08	
	Public Health Dentistry	-	
	Basic Sciences	01	
Total		**25**	

3.3.4 Books and Chapters in edited Volumes / Books published, and papers in National/International Conference Proceedings per Teacher during the year

Department	No. of publication
Conservative Dentistry and Endodontics	02
Prosthodontics and Crown & Bridge	01

3.3.5 Bibliometrics of the publications during the last Academic year based on average citation index in Scopus/ Web of Science or PubMed/ Indian Citation Index

Title of the paper	Name of the author	Title of the journal	Year of publication	Citation Index	Institutional affiliation as mentioned in the publication	Number of citations excluding self-citations
Probing natural substitute for formalin: comparing honey, sugar and jiggery syrup as fixatives	Amritaksha Bhattacharyya, Bhavna Gupta, Anil Singh, Kunal Sah, Vivek Gupta	National Journal of Maxillofacial Surgery	2018	PubMed	Maharana Pratap Dental College, Kanpur Saraswati Dental College, Lucknow Dental Institute RIMS Ranchi	1
Basaloid squamous cell carcinoma: A rare and aggressive variant of squamous cell carcinoma: A case report and review of literature	Bhavna Gupta, Amritaksha Bhattacharyya, Anil Singh, Kunal Sah, Vivek Gupta	National Journal of Maxillofacial Surgery	2018	PubMed	Maharana Pratap Dental College, Kanpur Saraswati Dental College, Lucknow Dental Institute RIMS, Ranchi	0
Hypoplastic Smooth Autosomal Dominant Amelogenesis Imperfecta: A case report	Shweta Singh, Raju Chauhan, Tanshri Saxena, Neeraj Kumar	JBR Journal of Clinic Diagnosis and Research	2018	PubMed	Saraswati Dental College, Lucknow	1
Gender divergence in dimensions of tongue: A morphometric study	Prachi Anand, M.S Raju, Sunira Chandra, Dewanshu Kumar	International Journal of Dental Science and Innovative Research	2019	PubMed	Maharana Pratap Dental College, Kanpur Dr. B.R Ambedkar Institute of Dental Science, Patna Saraswati Dental College, Lucknow	0
Relationship of Internet Addiction with Depression and Academic	Sandeep Kumar, Amit Kumar, Bhumika Badiyani,	Clujul Medical	2018	PubMed Scopus	Dental Institute RIMS, Ranchi Sarjug Dental College, Bihar	

Performance in Indian Dental Students	Siddharth Kumar Singh, Anjali Gupta, Mohd B Ismail				Saraswati Dental College Lucknow Sarawasti Medical College, Unnao GDCRI, VIMS, Ballari Karnataka	0
Dental Fluorosis and Associated Risk Factors in Early Adolescents in India	Sandeep Kumar, Astha Chauhan, Arunoday Kumar, Siddharth Kumar, Anjali Gupta, Sayak Roy, Simran C Kumari	International Journal of Adolescent Medicine and Health	2018	PubMed Scopus	Dental Institute RIMS, Ranchi Index Institute of Dental Science, Indore RIMS, Imphal Saraswati Dental College, Lucknow Sarawasti Medical College, Unnao Dafodyle Dental Clinic Kolkata Vinoba Bhave University, Hazaribagh	0
Evaluation of incidence of mental nerve loop in Central India Population using cone Beam computed tomography	Deepshika Rodricks, Tushar Phulambrikar, Siddharth Kumar Singh, Anjali Gupta	Indian Journal of Dental Research	2018	PubMed Scopus	Sri Aurobindo Institute of Dentistry, Indore M.P	0
Knowledge and Awareness of Oral Cancer and Impact of Pictorial warnings on the willingness to quit tobacco in young tobacco consumers in India	Sandeep Kumar, Priyanka Kumari, Ruchika Gupta, Siddharth Kumar Singh, Shruti Sinha, Palkin Mehta, Simran Kumari Chourasia	International Journal of Adolescent Medicine and Health	2018	PubMed Scopus	Dental Institute RIMS, Ranchi Saraswati Dental College, Lucknow	0

					Vinoba Bhave University, Hazaribagh	
Mandibular Molar intrusion with mini- implants and the mutiloop edgewise archwire technique	Nikhil Ashok, Pratik Chandra, Kamlesh Singh, Ragni Tandon	American Journal of Orthodontics and Dentofacial Orthopedics	2019	PubMed Scopus	Saraswati Dental College Lucknow	0
Lesions of endodontic origin: An emerging risk factor for coronary heart diseases	Rhythm Bains, Vivek Bains	Indian Heart Journal	2018	PubMed Scopus	King George Medical University, Lucknow

Saraswati Dental College, Lucknow | 0 |
| Effects of mucostatic and selective pressure impression techniques on residual ridge resorption in individuals with different bone mineral densities: A prospective clinical pilot study | Arvind Tripathi, Saumyendra V. Singh, Himanshi Aggarwal, Ashutosh Gupta | The Journal of Prosthetic Dentistry | 2018 | PubMed | Saraswati Dental College, Lucknow

King George Medical University, Lucknow

Azamgarh Dental College, U.P | 0 |
| An innovative approach to the Prosthodontics management class III mandibular defect | Saumya Pandey, Sushil Kar, Naresh Kumar Sharma, ArvindTripathi | National Journal of Maxillofacial Surgery | 2018 | PubMed | Purvanchal Institute of Dental Science, Gorakhpur

Saraswati Dental College, Lucknow

BHU, Varanasi | 0 |
| Non-implant, Nonadhesive Overlay Approach to Retain a Partial Auricular Prosthesis | Snehkiran Rghuvanshi, Pooran Chand, Saumendra V Singh, Himanshi Aggarwal, Deeksha Arya | Journal of Prosthodontics | 2018 | PubMed Scopus | King George Medical University, Lucknow

Saraswati Dental College, Lucknow | 0 |
| Multidisciplinary Approach for Management of a Patient with Oral | Prashanti Eachempat, Himanshi Aggarwal, Vidya | Journal of the Institutional of Physicians | | | Melaka Manipal Medical University, Melaka Malaysia | |

Mucosal Malignant Melanoma	Kamalaksh Shenoy, Mohan Baliga	and Surgeons Pakistan	2018	PubMed Scopus	Saraswati Dental College Lucknow A B Shetty Dental College, Mangalore Manipal College of Dental Sciences, Mangalore	0
Interventions for treating oral-antral communication and fistulae due to dental procedures	Salian Kiran Krishanappa, Prashanti Eachempat, Sumanth Kumbargere Nagraj, NareshYedthare Shetty, Soe Moe, Himanshi Aggarwal, Rebecca J Mathew	Cochrane Database System Review	2018	PubMed Scopus	Melaka Manipal Medical Institute, Academy of Higher Education, Melaka Malaysia International Medical University (IMU), Bukit Jalil Malaysia Saraswati Dental College, Lucknow Christian Medical Institute, Vellore, India	0
Intervention for treating post extraction bleeding	Sumanth Kumbargere Nagraj, Prashanti Eachempati, Himanshi Aggarwal, Ashok Lingappa, Murugan S Muthu,	Cochrane Database System Review	2018	PubMed Scopus	Melaka Manipal Medical Institutional, Academy of Higher Education, Melaka Malaysia King George Medical University, Lucknow Bapuji Dental College and Hospital, Davangere, India	0

Title of the paper	Name of the author	Title of the journal	Year of publication	Index	Institutional affiliation	Citations
	Salian Kiran.K Krishanappa, Haszelini Hassan				Sri Ramchandra University, Porur, India International Islamic University Kuala Lumpur, Malaysia	
Rehabilitation of ocular defect: A modified technique a produce corneal prominence	Sumit Kumar Misra, Devendra Chopra, Sudhanshu Srivastava	Journal of Education and Health Promotion	2018	PubMed Scopus	Saraswati Dental College, Lucknow	0
Real time detection and qualification of Epstein Barr virus in different grades of oral gingivitis and periodontitis patients	Apurva K Srivastava, Sanket Shukla, Priya Srivastava, TN Dhole, Meghanand T Nayak, Anjali Nayak, Asha Mathur	Journal of Experimental Therapeutics and Oncology	2018	PubMed	Saraswati Dental College, Lucknow Sanjay Gandhi Post Graduate Institute of Medical Sciences, Lucknow Teerthanker Mahaveer Dental College & Research Centre, Moradabad	0
An Innovative Technique to Simplify and Improve Pattern Fabrication for Digital Somatoprosthesis	Himanshi Aggarwal, Saumyendra Vikram Singh	Journal of Prosthetics and Orthotics	2019	Scopus	Saraswati Dental College, Lucknow King George Medical University, Lucknow	0
Novel technique for fabrication of pneumatic ocular prosthesis	Adrita Roy Chowdhury, Sau myendra V Singh, Pooran Chand, Himanshi Aggarwal, Deeksha Arya	Contact Lens & Anterior Eye	2018	PubMed Scopus	King George Medical University, Lucknow Saraswati Dental College, Lucknow	0

3.3.6 h-index of the Institutional Publications during the year. (based on Scopus/ Web of science)

Title of the paper	Name of the author	Title of the journal	Year of publication	h-index	Number of citations excluding self-citations	Institutional affiliation as mentioned in the publication

Relationship of Internet Addiction with Depression and Academic Performance in Indian Dental Students	Sandeep Kumar, Amit Kumar, Bhumika Badiyani, **Siddharth Kumar** Singh, Anjali Gupta, Mohd B Ismail	Clujul Medical	2018	4	4	Dental Institute RIMS, Ranchi Sarjug Dental College, Bihar Saraswati Dental College Lucknow Sarawasti Medical College, Unnao GDCRI, VIMS, Ballari Karnataka
Dental Fluorosis and Associated Risk Factors in Early Adolescents in India	Sandeep Kumar, Astha Chauhan, Arunoday Kumar, **Siddhrath Kumar**, Anjali Gupta, Sayak Roy, Simran C Kumari	International Journal of Adolescent Medicine and Health	2018	4	4	Dental Institute RIMS, Ranchi Index Institute of Dental Science, Indore RIMS, Imphal Saraswati Dental College, Lucknow Sarawasti Medical College, Unnao Dafodyle Dental Clinic Kolkata Vinoba Bhave University, Hazaribagh
Evaluation of incidence of mental nerve loop in Central India Population using cone Beam computed tomography	Deepshika Rodricks, Tushar Phulambrikar, **Siddharth Kumar Singh**, Anjali Gupta	Indian Journal of Dental Research	2018	4	4	Saraswati Dental College Lucknow Sri Aurobindo Institution of Dentistry, Indore M.P

Knowledge and Awareness of Oral Cancer and Impact of Pictorial warnings on the willingness to quit tobacco in young tobacco consumers in India	Sandeep Kumar, Priyanka Kumari, Ruchika Gupta, **Siddharth Kumar Singh,** Shruti Sinha, Palkin Mehta, Simran Kumari Chourasia	International Journal of Adolescent Medicine and Health	2018	4	4	Dental Institute RIMS, Ranchi Saraswati Dental College, Lucknow Vinoba Bhave University, Hazaribagh
Mandibular Molar intrusion with mini- implants and the mutiloop edgewise archwire technique	Nikhil Asok, **Pratik Chandra,** Kamlesh Singh, Ragini Tandon	American Journal of Orthodontics and Dentofacial Orthopedics	2019	1	-	Saraswati Dental College Lucknow
Lesions of endodontic origin: An emerging risk factor for coronary heart diseases	Rhythm Bains, **Vivek Bains**	Indian Heart Journal	2018	7	3	King George Medical University, Lucknow Saraswati Dental College, Lucknow
Non-implant, Nonadhesive Overlay Approach to Retain a Partial Auricular Prosthesis	Snehkiran Rghuvanshi, Pooran Chand, Saumyendra V Singh, **Himanshi Aggarwal,** Deeksha Arya	Journal of Prosthodontics	2018	6	1	King George Medical University, Lucknow Saraswati Dental College, Lucknow
An Innovative Technique to Simplify and Improve Pattern Fabrication for Digital Somatoprosthesis	**Himanshi Aggarwal,** Saumyendra Vikram Singh	Journal of Prosthetics and Orthotics	2019	6	-	Saraswati Dental College, Lucknow King George Medical University, Lucknow
Novel technique for fabrication of pneumatic ocular prosthesis	Adrita Roy Chowdhury, Saumyendra V Singh, Pooran Chand, **Himanshi Aggarwal**, Deeksha Arya	Contact Lens & Anterior Eye	2018	6	-	King George Medical University, Lucknow Saraswati Dental College, Lucknow

Multidisciplinary Approach for Management of a Patient with Oral Mucosal Malignant Melanoma	Prashanti Eachempat, **Himanshi Aggarwal**, Vidya Kamalaksh Shenoy, Mohan Baliga	Journal of the Institutional of Physicians and Surgeons Pakistan	2018	6	-	Melaka Manipal Medical University, Melaka Malaysia Saraswati Dental College Lucknow A B Shetty Dental College , Mangalore Manipal College of Dental Sciences, Mangalore
Interventions for treating oral-antral communication and fistulae due to dental procedures	Salian Kiran Krishanappa, Prashanti Eachempat, Sumanth Kumbargere Nagraj, Naresh Yedthare Shetty, Soe Moe, **Himanshi Aggarwal,** Rebecca J Mathew	Cochrane Database System Review	2018	6	3	Melaka Manipal Medical Institutional, Academy of Higher Education, Melaka Malaysia International Medical University (IMU), Bukit Jalil Malaysia Saraswati Dental College, Lucknow Christian Medical Institutional, Vellore, India
Intervention for treating post extraction bleeding	Sumanth Kumbargere Nagraj, Prashanti Eachempati, **Himanshi Aggarwal**, Ashok Lingappa,	Cochrane Database System Review	2018	6	-	Melaka Manipal Medical Institutional, Academy of Higher Education, Melaka Malaysia

| | Murugan S Muthu, Salian Kiran.K Krishanappa, Haszelini Hassan | | | | | King George Medical University, Lucknow Bapuji Dental College and Hospital, Davangere, India Sri Ramchandra University, Porur, India International Islamic University Kuala Lumpur, Malaysia |
| Rehabilitation of ocular defect: A modified technique a produce corneal prominence | Sumit Kumar Misra, **Devendra Chopra,** Sudhanshu Srivastava | Journal of Education and Health Promotion | 2018 | - | - | Saraswati Dental College, Lucknow |

3.3.7 Faculty participation in Seminars/Conferences and Symposia during the year

No. of Faculty	International level	National level	State level	Local level
Attended Seminars/ Workshops	16	16	06	45
Presented papers	-	02	02	-
Resource Persons	04	08	-	09

3.4 Extension Activities

3.4.1 Number of extension and outreach programmes conducted in collaboration with industry, community and Non- Government Organisations through NSS/NCC/Red cross/Youth Red Cross (YRC) etc., during the year

Title of the Activities	Organising unit/agency/ collaborating agency	Number of teachers co-ordinated such activities	Number of students participated in such activities
81 extension and outreach programmes/activities/camps (educative, preventive, diagnostic, treatment)	Saraswati Dental College, Lucknow in collaboration with following: • Pradhan: Villages • Principal: School • HR Manager: Corporate Agencies/organizations • AGM/HR: Government Offices	162	436
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club	02	20

	15.07.2018		
World Breastfeeding Week	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club, 01 – 07.08.2018	05	30
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club on 05.08.2018	01	25
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club and KGMU on 12.08.2018	02	18
World Literacy Day – Donation of Books	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club distributed total 250 books at Bal Sadan Children Home on 08.09.2018	01	22
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club at Sanjay Gandhi Post Graduate Institute of Medical Sciences on 16.09.2018	01	12
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club at CII on 27.09.2018	05	250
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club at Sanjay Gandhi Post Graduate Institute of Medical Sciences on 28.09.2018	02	20
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club at KGMU on 15.11.2018	01	15
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club & Sanjay Gandhi Post Graduate Institute of Medical Sciences on 09.12.2018	01	12
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club & Thalassemia Society on 28.10.2018	02	14

Winter Clothes distribution	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club distributed total 94 Winter Clothes at Slum area near Safedabad	04	19
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club at Sanjay Gandhi Post Graduate Institute of Medical Sciences on 27.01.2018	02	15
Blankets distribution	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club distributed 20 Blankets at Slum area	02	21
Blood Donation Camp	Saraswati Dental College, Lucknow in collaboration with SDC Rotaract Club 05.02.2019	03	15

3.4.2 Awards and recognition received for extension activities from Government and other recognized bodies during the year

Name of the Activity	Award/recognition	Awarding bodies	No. of Students/Faculty benefited
Community Health Care	Award of Honour	Human Rights Association	01
Dental Health Education and Awareness Program	Recognition Letter	Village Badail, Barabanki	07
Dental Health Education and Awareness Program	Recognition Letter	Uttar Pradesh Pollution Control Department	08
Dental Health Education and Awareness Program	Recognition Letter	Maruti Suzuki	06
Dental Health Education and Awareness Program	Participation Certificate	Amity School of Languages	14
Dental Health Education and Awareness Program	Recognition Letter	Amity School of Languages	07
Dental Health Education and Awareness Program	Recognition Letter	New Millennium School	06
Dental Health Education and Awareness Program	Recognition Letter	Food Corporation of India	07
Blood Donation Camp	Certificate of participation	SGPGI, Department of Transfusion Medicine, Lucknow	02

3.4.3 Students participating in extension activities with Government Organisations, Non-

Government Organisations and programmes such as Swachh Bharat, Aids Awareness, Gender Issue, etc. during the year				
Name of the scheme	Organising unit/ agency/ collaborating agency	Name of the activity	Number of teachers coordinated such activities	Number of students participated in such activities
International Women's Day	Women's Cell	Celebration of International Women's Day, 08.03.2019	35	150
Women Equality Day	Women's Cell	25.08.2018	40	250
Breastfeeding Week	IQAC	Breastfeeding Week 01 – 07.08.2018	20	111
Tree Plantation Drive	Institutional Environment & Bio-Safety Committee (IEBC)	Tree Plantation Drive 06.08.2018	13	45

3.5 Collaborations

3.5.1 Number of Collaborative activities for research, faculty exchange, student exchange during the year

Nature of Activity	Participant	Source of financial support	Duration
15 days clinical posting/training for P.G. Students of Department of Oral Medicine & Radiology at Lucknow Cancer Institute	03	SDC, Lucknow	19.04.2018 – 05.05.2018
A comparative evaluation of shear bond strength of three hybrid tooth-coloured materials to dentin: an in vitro study.	02	SDC, Lucknow	2018-20
Testing of Sample using Instron Machine at the Central Institute of Plastics Engineering and Technology, Lucknow for his study titled -Retention of miniscrews in Orthodontics- A comparative in-vitro study on the variables	04	SDC, Lucknow	2018-20

3.5.2 Linkages with institutions/industries for internship, on-the-job training, project work, sharing of research facilities etc. during the year

Nature of linkage	Title of the linkage	Name of the partnering institution/ industry /research lab with contact details	Duration (From-To)	Participant
Research	A comparative evaluation of shear bond strength of three hybrid tooth-coloured materials to dentin: An in-vitro study.	ITS Engineering College, Greater Noida	2018-20	Dr. Kishan Agarwal Dr. Praveen Samant

| Research | Testing of Sample using Instron Machine at the Central Institute of Plastics Engineering and Technology, Lucknow for his study titled - Retention of miniscrews in Orthodontics- A comparative in-vitro study on the variables | Central Institute of Plastics Engineering and Technology, Lucknow | 2018-20 | Dr. Nikhil Asok Dr. Kamlesh Singh Dr. Ragni Tandon Dr. Pratik Chandra |

3.5.3 MoU signed with institutions of national, international importance, other universities, industries, corporate houses etc. during the year

Organisation	Date of MoU signed	Purpose and Activities	Number of students/teachers participated under MoUs
Sushrut Institute of Plastic Surgery, Burns and Trauma, Lucknow	24.09.2011	Providing prosthetic and rehabilitative support for Cleft lip and Palate patients	17
Samarpan Old Age Home	27.03.2014	Diagnostic, treatment and rehabilitation	18
Indian Industries Association	06.04.2014	Educative, diagnostic and treatment	-
Lucknow Golf Club	12.07.2014	Educative, diagnostic and treatment	-
The University of Tennessee, USA	14.08.2015	Academic, Research and Faculty & Student Exchange Program	-
Lucknow Cancer Institute with Department of Prosthodontics Crown & Bridge, SDC	06.10.2015	Research, Academic activity, Patient work (Rehabilitation)	18
Lucknow Cancer Institute with Department of Oral Medicine & Radiology, SDC	19.04.2018	Oncology postings	02
RayDent with Department of Oral & Maxillofacial Surgery, SDC	18.06.2018	Research and Academic activity	05
CSIR-CDRI, Lucknow with SDC	31.03.2019	Research Activities, student exchange programs, faculty exchange programs, sharing of instrumentation facility	21

CRITERION IV – INFRASTRUCTURE AND LEARNING RESOURCES

4.1 Physical Facilities
4.1.1 Budget allocation, excluding salary for infrastructure augmentation during the year

Budget allocated for infrastructure augmentation	Budget utilized for infrastructure development
132.50 Lacs	127.47 Lacs

4.1.2 Details of augmentation in infrastructure facilities during the year

Facilities	Existing	Newly added
Campus area	6.4	-
Class rooms	04	-
Laboratories	22	-
Seminar Halls	09	-
Classrooms with LCD facilities	04	-
Classrooms with Wi-Fi/ LAN	04	-
Seminar halls with ICT facilities	09	-
Video Centre	-	-
No. of important equipment's purchased (≥ 1-0 lakh) during the current year.	-	Five Dental Chairs with accessories & other equipment and one EPIC & one i-Lase laser machine
Value of the equipment purchased during the year (Rs. in Lakhs)	360.68	8.33
Others	-	-

4.2 Library as a Learning Resource
4.2.1 Library is automated {Integrated Library Management System -ILMS}

Name of the ILMS software	Nature of automation (fully or partially)	Version	Year of automation
LIS-SDC application	Fully	1.12	2018

4.2.1 Library Services:

	Existing		Newly added		Total	
	No.	Value	No.	Value	No.	Value
Text Books Reference Books	6445	3964700.00	183	200000.00	6628	4164700.00
e-Books	0365	-	-	-	-	-
Journals	4286	15678488.80	276	1953631.00	4562	17632119.80
e-Journals	0893	1692089.00	065	390120.00	0958	2082209.00
Digital Database	Wiley online library including e-journals					
CD & Video	0600	105000.00	029	-	0629	105000.00
Library automation	LIS-SDC application and Bar-Coding system for library management					
Weeding (Hard & Soft)	-	-	-	-	-	-
Others (specify)	55 Donated Books					

4.3 IT Infrastructure

4.3.1 Technology Upgradation (overall)

	Total Computers	Computer Labs	Internet	Browsing Centres	Computer Centres	Office	Departments	Available band width (MGBPS)	Others Printers
Existing	120	-	85	Available (ICT Cell)	01	19	35	2 Mbps	
Added	05	-	18	Upgradation of Hardware's and Software's	01	14	04	-	Upgradation and Enhancement of no. of hot spots, ICT enable tools, Equipment, Printers, Scanner, latest Hardware's, Software's etc
Total	125	-	103	Available (ICT Cell)	02	33	39	2 Mbps	

4.3.2 Bandwidth available of internet connection in the Institution (Leased line)

2 MBPS

4.3.3 Facility for e-content

Name of the e-content development facility	Provide the link of the videos and media centre and recording facility
SDC Portal (Edufruit)	www.sdcportal.com

4.3.4 E-content developed by teachers such as: e-PG-Pathshala, CEC (under e-PG-Pathshala CEC (Under Graduate) SWAYAM other MOOCs platform NPTEL/NMEICT/any other Government initiatives & institutional Learning Management System (LMS) etc.

Name of the teacher	Name of the module	Platform on which module is developed	Date of launching e - content
-	-	-	-

4.4 Maintenance of Campus Infrastructure

4.4.1 Expenditure incurred on maintenance of physical facilities and academic support facilities, excluding salary component, during the year

Assigned budget on academic facilities	Expenditure incurred on maintenance of academic facilities	Assigned budget on physical facilities	Expenditure incurred on maintenance of physical facilities
92.50 Lacs	92.34 Lacs	40.50 Lacs	40.16 Lacs

4.4.2 Procedures and policies for maintaining and utilizing physical, academic and support facilities laboratory, library, sports complex, computers, classrooms etc.
   (maximum 500 words) **(information to be available in institutional Website, provide link)**

SDC has a well-established mechanism for maintenance and utilization of the entire infrastructure, academic and administrative support facilities including laboratory, library, sports complex, computers, classrooms etc. The infrastructure within the SDC campus is effectively monitored and efficiently maintained by administrative and maintenance authorities. The resource allocation for all upkeep is critically analysed and acted upon by MC.
The MC has implemented structured maintenance policies in the institution for various aspects and processess. The IPMC ensures strict compliance to these policies.
Aspects regarding procedures and policies of various facilities is indicated below:

Physical facilities (Buildings & Infrastructure)
General / routine maintenance, cleaning and upkeep of the entire campus is done by the housekeeping department monitored by a supervisor functioning under the AO. A full time special and experienced maintenance team for electrical, plumbing, IT works etc. function under respective supervisors who also report to AO. Periodic maintenance works viz. white wash, painting, replacement of fixtures etc. are closely executed through nominated contractors / agencies and monitored by AO. Separate budget is allocated for these purposes.

Academic Facilities (classrooms, teleconferencing room, laboratories, library, seminar rooms and IT facilities etc.)
SDC has state-of-the-art smart classrooms, and other rooms with modern ICT facilities with Wi-Fi. Classrooms, teleconferencing room are always kept well maintained and updated periodically based on requirements. Laboratories are operated and maintained by well qualified, experienced technicians under direct supervision of concerned faculty in-charge and departmental Head. Expensive and special equipment are kept under AMC. Library staff and IT cell are responsible for upkeep of their respective resources. ILLRC oversees the stock maintenance and up-gradation aspects of the library and learning resources. Seminar rooms of the individual departments are maintained and supervised by the department staff with necessary support from IT cell and administrative office. A dedicated IT team headed by an experienced manager ensures high-end performance and up-gradation of all IT related equipment and Wi-Fi systems in the entire campus.

Sports Facilities (Indoor/outdoor sports complexes)
SDC has an oval ground, an open-air amphitheatre, a sports complex, a wellness centre all of which cater to the indoor and outdoor sports activities of students and staff. Regular and all periodic maintenance are undertaken by respective in-charges under AO. The IECAC and IPMC cater to all requirements for uninterrupted functionality.

Other facilities
Facilities such as 24-hours electricity backup by diesel generators, solar powered lighting, food, medicine & sample storage and refrigeration, CCTV, lifts, ambulance and vehicle parking, bore-well and rainwater harvesting systems etc. are continuously maintained in fully functional state by the designated personnel. Further, healthcare at SHRC, ATM, 24X7 security, and canteen facilities etc. for all the stakeholders of SDC are kept fully operational at all times. The college accords highest priority to the protection and upkeep of its "clean and green campus" and healthy environment through its dedicated gardening staff.

The procedures & policies for maintenance of various facilities are provided at the link below.
https://www.sdcindia.ac.in/_files/ugd/1f6621_c1c393c52bc546dc9c670d21ba3e071e.pdf

5.1 Student Support

5.1.1 Scholarships and Financial Support

	Name /Title of the scheme	Number of students	Amount in Rupees
Financial support from institution	Fee Concession Scheme	27	2550000.00
a) National	Special Scholarship Scheme for North Eastern Region by UGC	07	655200.00
b) International	-	-	-

5.1.2 Number of capability enhancement and development schemes such as Soft skill development, Remedial coaching, Language lab, Bridge courses, Yoga, Meditation, Personal Counselling and Mentoring etc.,

Name of the capability enhancement scheme	Date of implementation	Number of students enrolled	Agencies involved
Mentor-Mentee Program	Annually 23.03.2019 (2018-19)	542	Internal Resource Person Faculty of Saraswati Dental College
Remedial Classes	Annually Batch- wise	Number of students vary from subject-to-subject year-wise/batch Approx. 10-12 students/year/batch	Internal Resource Person Faculty of Saraswati Dental College
English Communication and skills	Annually as per time table (2018-19)	100 (BDS Students)	Internal Resource Person Dr. Arvind Tripathi Professor & Head, Department of Prosthodontics, Crown and Bridge
Basics of Hindi Language	Annually as per time table (2018-19)	100 (BDS Students)	Internal Resource Person Dr. Arvind Tripathi Professor & Head, Department of Prosthodontics, Crown and Bridge
Basic of Computer	Annually (2018-19)	131 (BDS & MDS Students)	Internal Resource Person Mr. Sanjeev (System Administrator)
Evidence Based Dentistry	14 - 30.08.2018	31 (MDS Students)	External Resource Person Dr. Rhythm & Dr. Pragya Pandey King George's Medical University, Lucknow Internal Resource Person Dr. Vivek Bains & Dr. Rohit Madan
Relevance of Training under an Experienced Mentor for Implantology Practice	06.09.2018	52 (BDS & MDS Students)	External Resource Personal Dr. Vandana
City Tour	13.09.2019	96 (BDS Students)	Internal Resource Person Faculty of Saraswati Dental College

Orientation Program	17.09.2019	129 (BDS & MDS Students)	IQAC & Institutional Extracurricular Committee
Diversification in the field of Dentistry	01.11.2018	105	Dr. Abhina Gautam, Prosthodontics and Implantologist, Clinical Facilitator & Pan India Trainer for Allergen Pharma & Consultant Cosmetologist for Vibes Healthcare Pvt. Ltd.
Yoga – the experience of union	03 – 05.12.2018	253	Institutional Extracurricular Committee
Anti-Ragging	10.12.2018	168	External Resource Person Dr. B. Rajkumar, Principal, Institute of Dental Science, B.B.D. University Lucknow
Road Safety	17.12.2018	458	External Resource Person Mr. Anoop Kumar Singh, IPS, Superintendent of Police, S.P. Traffic (North), Lucknow
Medico Legal Awareness in Dental Practice	30.12.2018	105	Mr. Krishnat Tripathi, Criminal Lawyer & Social Activist, Honourable Supreme Court, New Delhi
Work-Life Balance	28.01.2019	496	IQAC- Resource Person Cdr Sumit Ghosh (Retd)
Financial Management	29.01.2019	41	External Resource Person Mr. Gaurav Srivastava, Circle Head, HDFC Life, Lucknow
Enhancing your soft skills- Interview etiquettes	21.02.2019	86	External Resource Person Mrs. Chumki Kar (Australian Counselor) and Mrs. Priyanka Chopra (U.K. Counselor)
Alternative Avenues for Dental Graduate	08.03.2019	102	External Resource Person Mr. M. H. Dadapeer, Admission & Placement Officer. Administrative Staff College of India (ASCI)

5.1.3 Students benefited by guidance for competitive examinations and career counselling offered by the institution during the year

Year	Name of the scheme	Number of benefited students by Guidance for Competitive examination	Number of benefited students by Career Counselling activities	Number of students who have passed in the competitive exam	Number of students placed
2018-19	IPGC	98	87	32	66

5.1.4 Institutional mechanism for transparency, timely redressal of student grievances, Prevention of sexual harassment and ragging cases during the year

Total grievances received	No. of grievances redressed	Average number of days for grievance redressal
05	05	Approximately 3 days

5.2 Student Progression

5.2.1 Details of campus placement during the year

On campus			Off Campus		
Name of Organizations Visited	Number of Students Participated	Number of Students Placed	Name of Organizations Visited	Number of Students Participated	Number of Students Placed
-	-	-	SDC	20	05
-	-	-	Government Jobs	10	01
-	-	-	Dental Clinics	-	56
-	-	-	Carrier Dental College, Lucknow	01	01
-	-	-	Mithila Minority Dental College and Hospital, Darbhanga	01	01
-	-	-	Awadh Dental College and Hospital, Jharkhand	01	01
-	-	-	Dental College and Hospital, Azamgarh	01	01

5.2.2 Student progression to higher education in percentage during the year

Percentage: 21.43% (as listed below)

Year	Number of students enrolling into higher education	Programme graduated from	Department graduated from	Name of institution joined	Name of Programme admitted to
2018-19	Dr. Vandita Raj	BDS	SDC	Saraswati Dental College, Lucknow	MDS in Department of Oral Medicine and Radiology
	Dr. Shreya Singh	BDS	SDC	Saraswati Dental College, Lucknow	MDS in Department of Conservative Dentistry and Endodontics
	Dr. Karishma Anna Barrow	BDS	SDC	Saraswati Dental College, Lucknow	MDS in Department of Conservative Dentistry and Endodontics
	Dr. Pranshu Mathur	BDS	SDC	Saraswati Dental College, Lucknow	MDS in Department of Orthodontics and Dentofacial Orthopaedics

	Dr. Ankit Mishra	BDS	SDC	Saraswati Dental College, Lucknow	MDS in Department of Orthodontics and Dentofacial Orthopaedics
	Dr. Shreya V Mishra	BDS	SDC	Saraswati Dental College, Lucknow	MDS in Department of Orthodontics and Dentofacial Orthopaedics
	Dr. Neelisha Shukla	BDS	SDC	Saraswati Dental College, Lucknow	MDS in Department of Prosthodontics and Crown & Bridge
	Dr. Roli Dureha	BDS	SDC	Saraswati Dental College, Lucknow	MDS in Department of Pediatric and Preventive Dentistry
	Dr. Himanshi	BDS	SDC	Babu Banarasi Das University, Lucknow	MDS in Department of Oral Medicine and Radiology
	Dr. Vandana Shukla	BDS	SDC	Babu Banarasi Das University, Lucknow	MDS in Department of Conservative Dentistry and Endodontics
	Dr. Vandana Chauhan	BDS	SDC	Babu Banarasi Das University, Lucknow	MDS in Department of Orthodontics and Dentofacial Orthopaedics
	Dr. Siddharth Joel David	BDS	SDC	Babu Banarasi Das, Lucknow	MDS (Public Health Dentistry)
	Dr. Jyoti Adwani	BDS	SDC	SPPGIDMS, Lucknow	MDS in Department of Public Health Dentistry
	Dr. Astha Khurana	BDS	SDC	IDS, Bareilly	MDS in Department of Prosthodontics and Crown & Bridge
	Dr. Waseem Khan	BDS	SDC	Rama Dental College, Kanpur	MDS in Department of Oral & Maxillofacial Surgery

	Dr. Ishita Dubey	BDS	SDC	Subharti Dental College, Meerut	MDS in Department of Orthodontics and Dentofacial Orthopaedics
	Dr. Aliza Rizvi	BDS	SDC	Mullana Dental College, Mullana	MDS in Department of Oral & Maxillofacial Surgery
	Dr. Chandni Mathur	BDS	SDC	Mullana Dental College, Mullana	MDS in Department of Oral & Maxillofacial Surgery
	Dr. Swetank Srivastava	BDS	SDC	Bharti Vidyapeeth Dental College and Hospital, Pune	MDS in Department of Conservative Dentistry and Endodontics
	Dr. Pooja Yadav	BDS	SDC	Bharti Vidyapeeth Dental College and Hospital, Pune	MDS in Department of Conservative Dentistry and Endodontics
	Dr. Shradda Gupta	BDS	SDC	Kothiwal Dental College, Moradabad	MDS in Department of Orthodontics and Dentofacial Orthopaedics

5.2.3 Students qualifying in state/ national/ international level examinations during the year
   (eg: NET/SET/SLET/GATE/GMAT/CAT/GRE/TOFEL/Civil Services/State Government
   Services)

Items	No. of Students selected/ qualifying	Registration number/roll number for the exam
NET	-	-
SET	-	-
SLET	-	-
GATE	-	-
GMAT	-	-
CAT	-	-
GRE	-	-
TOFEL	-	-
Civil Services	-	-
State Government Services	-	-
Any Other (NEET MDS)	32	-

5.2.4 Sports and cultural activities / competitions organised at the institution level during the year		
Activity	Level	Participants
College Week • Sports Events • Cultural Events • Literary Events	Institutional Level	A total No. of 261 students received awards & certificates for their outstanding performance in various sports, cultural, literary events held during the College Week (2018-19) and culmination ceremony of *"Impressions"* 2018-19 on 30.03.2019

5.3 Student Participation and Activities

5.3.1 Number of awards/medals for outstanding performance in sports/cultural activities at national/international level (award for a team event should be counted as one)

Year	Name of the award/ medal	National/ International	Sports	Cultural	Student ID number	Name of the student
-	-	-	-	-	-	-

5.3.2 Activity of Student Council & representation of students on academic & administrative bodies/committees of the institution (maximum 500 words)

Student Council representatives actively participate in various activities (academic and non-academic) throughout the year. Students are also involved in celebration of various days of National/International/ Institutional importance:

- o National Festivals
- o Birth/Death Anniversaries of important leaders
- o International Yoga Day
- o World Head & Neck Cancer Day
- o Oral Hygiene Day
- o Independence Day
- o Women's Equality Day
- o Teachers Day
- o World Heart Day
- o World Geriatric Day
- o International Radiology Day
- o Road Safety Week
- o World Prosthodontics Day
- o Republic Day
- o World Cancer Day
- o International Oral & Maxillofacial Surgery Day
- o National Dentists Day
- o International Women's Day
- o World Literacy Day
- o World AIDS Day
- o World Oral Health Day
- o World Breastfeeding Day
- o World No Tobacco Day
- o National Orthodontics Day

- Students also participated in Tree Plantation Drive, SDC Swachh Bharath Abhiyaan "Clean SDC, Green SDC" Drive, Annual Day (College Week), Sports Day etc.
- Institute provides necessary support to the council members in organizing & coordinating the events. It encourages the students to develop their leadership skills through these activities. Student members in this council can become real heroes and competent managers in future by learning all these skills.
- Students are also a part of various committees specially those involved in Publicity, Alumni, Student & Patient Welfare, Grievances and Discipline, Environment & Bio-Safety, Library & Learning Resources, Internal & External Enhancement, Disaster Management, Hostel & Hospitality, Anti-Ragging, Placement & Guidance Committees etc.

- Exposure to functioning of these committees gives them an insight into the important issues and how to handle them.
- Students are also a part of IQAC and they provide their valuable inputs to other IQAC members from time to time.
- Institutional Committee for Extra-Curricular Activity (ICECA) is in place to organize and monitor such inter or intra institutional activities generally held during the Institutional week. Some of these activities held in the institute are:
  - **Sports:** Table tennis, Tennis, Carom, Basketball, Badminton, Football, Chess, Cricket, Volley ball, Throw ball, Tug of war, Track and field event etc.
  - **Cultural:** Singing (Solo, duet, group), Dancing (Solo, duet, group), Stand-up comedy, Jugal-bandi, Skit, One-minute show, Fashion show etc.
  - **Literary:** Debate (Hindi, English), Collage, Elocution – Hindi and English, T-shirt painting, Point-counter point, Tattoo making, Quiz, Pencil sketching, Mehendi, Hieroglyphics, Paper presentation, Frame a story, just a minute, Flower arrangement, Ad Mad show, Rangoli etc.

Students participate in the annual election process for student council to choose their representatives as follows:

Raman House   (Captain)   : Mr. Shubham Sinha
Chawla House   (Captain)   : Mr. Samudra
Tagore House   (Captain)   : Miss. Shiksha Singh
Krishnan House (Captain)   : Miss. Samreen Fatima

Literary
- Secretaries: Mr. Vaibhav Malik & Miss. Tripti Rathore
- Jt. Secretaries: Miss. Poonam Shukla & Miss. Toshi Sharma

Sports
- Secretaries: Mr. Arjit Kumar & Miss. Ankusha Arora
- Jt. Secretaries: Mr. Saurabh Kr. Vishwakarma & Miss Ayushi Chauhan

Cultural
- Secretaries: Mr. Ankur Singh & Miss. Divya Tripathi
- Jt. Secretaries: Miss Sanjana Bhargava & Miss. Ritika Raj

Media
- Miss. Bunipriya Kashyap

5.4 Alumni Engagement

5.4.1 Whether the institution has registered Alumni Association? Yes/No, if yes give details (maximum 500 words):

Yes, the Institution has a registered Alumni Association.
The SDC also has Institutional Alumni Association Committee (IAAC) that looks into all aspects of engaging with the alumni for mutual enhancement, personal and professional growth.

- Alumni association meets are organized to update the association members about latest facilities and courses in their alma mater, feedback on curriculum & courses, strengthening relationship & personal bonds as well as to support in placement opportunities & entrepreneurship.
- The institute also encourages alumni-student-faculty interactions. This helps in fostering bond with the alumni apart from providing exposure to the real professional world for young students.
- The alumni association has created a database where in details of the alumni including their areas of specialization, present place of employment, nature of employment, residence, contact numbers, and email IDs are available that can help the present students in contacting the alumni for the purpose of help and guidance required during the course as well as regarding job opportunities. The data base is regularly updated.
- The alumni are invited for the College Annual Function, Convocation, professional programs and sports week etc.

- Alumni are also invited to share their experiences & expertise both formally and informally.
- An Alumni Meet was organized on 01.09.2018 by IAAC.
- A "Convocation Ceremony" was organized in recognition of 20 years of Excellence in Dental Education & Oral Health Care of the Institute on Founder's Day - 14.11.2018.
- Alumni feedback on course and curriculum assists to revise and develop existing content.
- The database also helps the institute and various departments in getting feedback about its alumni from the present employers through the Employer's Feedback Forms.
- These Alumni related activities help in constantly improving and upgrading the academic program.
- Based on the feedback, various programs (interdisciplinary, value-added, add-on, lectures on moral & ethical values etc.) were included in the curriculum and have greatly benefited our faculty and students.
- The IAAC constantly and diligently works to grow and sustain connections with SDC Alumni.
- Maximum Alumni are in touch with the Institution through various social media platforms.
- The Alumni association of SDC has grown over time with numerous alumni of National/International acclaim and who have willingly & enthusiastically supported the "Vision & Mission" of this Institution.

5.4.2 No. of registered enrolled Alumni:

1525

5.4.3 Alumni contribution during the year (in Rupees):

INR 72000.00

5.4.4 Meetings/activities organized by Alumni Association:

Bi-Annual Meetings were held during the year. Institutional Alumni Association Committee also organized a Class Alumni Meet (2007-08) which was held on 1st September, 2018.

CRITERION VI – GOVERNANCE, LEADERSHIP AND MANAGEMENT

6.1 Institutional Vision and Leadership

6.1.1 Mention two practices of decentralization and participative management during the last year (maximum 500 words)

- The Institution has a well-defined & functional mechanism for delegating authority and for providing operational autonomy to various functionaries to work towards decentralized governance system.
- The Institute has organizational structure, and the governance is carried out as per the hierarchy. The management has well-defined vision and mission and the institute has a strategic plan to transform itself into a center of excellence. Decentralization and delegation of powers including financial aspects have been formalized and properly documented. The institute is following practices for performance appraisal, promotions, sponsorships, leaves, etc. for teaching and non-teaching staff. The institute has developed strategies for mobilization of funds, efficient utilization of resources, upgradation of infrastructure and the institute has IQAC and its contributions in the process of quality improvement are noticeable and further being strengthened. Policies and procedures for periodic review of administrative and academic departments are in place. The management and leadership are well focused on quality education, research, good academic performance, holistic development of students', overall development & growth of patient care.
- The two main aspects showcasing practices of decentralization & participative management are:
  o Twenty-three Institutional Committees performing various duties involving academic & non-academic aspects. All committees have adequate members (faculty & students) which meet regularly for related tasks. IQAC is the overall quality powerhouse of the Institute which ensures quality enhancement & sustenance.
  o A core team comprising of HoDs and IQAC members was formed for organising the "Convocation Ceremony 2018". The core team further delegated the individual tasks to group of faculty & students for various aspects of the 'mega event'. The management was constantly briefed and approached by the core team from time to time for advice and decision making.

6.1.2 Does the institution have a Management Information System (MIS)?
Yes/No/Partial:

Yes, the Institution has Management Information System for all academic, administrative and healthcare related activities and functions. The Management Information System (MIS) comprising of software, hardware, policies and procedures to process, store and generate useful information. It is effectively being used at SDC for decision making through careful coordination, control, analysis and visualization of the essential information. The Institute efficiently utilizes its MIS for the following purposes:

For Teaching, Learning & Evaluation
- ERP system - www.sdcportal.com (Edufruit), for disseminating information regarding academic schedule, lectures, attendance etc.
- Information regarding student's attendance and other academic related activities is also sent to the registered mobile numbers of their parents.
- Maintaining attendance record through biometric devices.
- LIS-SDC application and Bar-Coding system for library management.

For Management of data related to Patients
- 'e-SDC software' for management of dental patients and their records.
- 'HIS-SHRC application' for management of hospital patients and their medical records.
- 'SarSanjivani software' for management of drug distribution & accounting at Institutional pharmacy.

	For Financial management • Tally 9.3 (ERP-multi-user for all financial data) software for accounts/finance • Payment receipts for treatment in SDC & SHRC through messages on registered mobile number of the patients. • SDC e-feedback system installed at reception for registering feedback by the patients. *For miscellaneous work or general management/ information* • College web site: www.sdcindia.ac.in • Sending messages to the patients on their mobiles/WhatsApp. • Exchange of information & official orders on WhatsApp group and feedback on activities of IQAC, Institutional committees, mentor-mentee as well as for administrative purposes. • Data transfer/sharing in between various offices on SDC-LAN network sharing mode for promoting paperless work culture. • CCTVs at all strategic locations are installed, network and are continuously monitored. • Inventory Management Software is being effectively used in stores.

6.2   Strategy Development and Deployment

6.2.1 Quality improvement strategies adopted by the institution for each of the following (with in 100 words each):

❖ **Curriculum Development**

Curriculum Development is in accordance with the syllabus given by the Dental Council of India. Institution is not authorized to amend the curriculum; however, the institution does follow a systematic process in the design, development and revision of the curriculum annually or as needed; based on emerging trends and contemporary dental practices. Educational policies are discussed with the MC for improvement. The curriculum design and assessment patterns are also discussed with the University Board of Studies. These recommendations are submitted to the Dental Council of India (DCI) and University as and when solicited. Any suggestions which are not in contravention to the DCI are incorporated in the syllabus after being duly approved by IEAC. A feedback system is followed in the process. The following programs, within the framework of the prescribed curriculum and considering the professional clinical enhancement academia-industry are included in the curriculum:

• Inter-disciplinary programs
• Value-added programs
• Add-on programs
• Lectures on moral and ethical values
• Ethics in Patient Care
• Capacity enhancement programs

❖ **Teaching and Learning**

Great emphasis is given by the Institution to teaching and learning process. Enhancement in quality of teaching and learning is a continuous endeavor of the faculty, HoD's, Principal & Management.

The institution believes in providing ICT/Net/web-based e-learning/mobile app and other tech driven learning processes through adoption of modern technologies.

The quality up-gradation is also driven and monitored by IEAC, IEC, IRDC and IQAC through the adoption, implementation and monitoring of the following:

• ICT Enabled & Integrated teaching
• Problem Based & Simulation teaching
• Evidence Based Learning
• Reflective Learning
• Flipped classroom approach
• Focused Group Discussion

- Tell-Show-Do-Replicate- Teaching Methodology
- Inter-departmental Meet/programs & Clinico-pathological Meet
- Programs on Moral and Ethical Values
- Enrichment Programs
- Oral viva cards, OSPE / OSCE
- Journal club, Seminar, Case presentations, Group discussion & Case based discussions
- SOPs for specialized equipment, procedures and treatment planning
- Guest lecturers, CDE, conventions, conferences, FDP
- University Question Bank
- Mentor-Mentee Program
- Slow & fast learners' identification & support
- Teaching and learning through outreach activities & specialized clinics: Implantology/Laser/Geriatric clinic and Oral Cancer detection/Tobacco Cessation Centre etc.

❖ **Examination and Evaluation**

The institution lays huge emphasis on the process of evaluation & examination as it reveals the actual effects of teaching & learning endeavor. The Institute follows all the guidelines of governing bodies such as University & DCI. SDC has a dedicated committee IEAC to look into the concerned evaluation & examination aspects holistically. The SDC Examination Manual (SEM) implemented w.e.f. 2015, is regularly updated/amended as per regulatory authority guidelines. It enumerates all aspects regarding the conduct of examination and is strictly complied with. The various notifications regarding examinations and results are displayed on Institutional & University Website. Evaluation is done by structured formative and summative assessment through written exam, end posting viva, viva cards, OSCE, OSPE, MCQs etc. Double evaluation system is in place to ensure a transparent, unambiguous and comprehensive evaluation.

❖ **Research and Development**

External resource person(s) have been invited to deliver lecturers on Research Methodology & Evidence Based Clinical Practice and hands-on training for orientation and for developing research acumen. IRDC & IHEC supervise all research & development activities in the institution. They conduct their respective meetings annually to monitor quality research outcome(s). Guidelines laid down by IRDC are strictly followed. Faculty and students are oriented by the IRDC to inculcate a healthy research culture. ICT facilities at Centralized Research Wing have been enhanced. Visit by students to various research labs of national repute. Efforts have been taken by IRDC to establish new linkages & MoUs for promoting research and wider exposure of students.

❖ **Library, ICT and Physical Infrastructure / Instrumentation**
- The Institution has a well-stocked library with all necessary infrastructure/instrumentation to provide the students & faculty with quality information.
- The library is automated (library management software, barcode generation, cataloguing of books etc.).
- There is a separate area for U.G. students, P.G. Students & Faculty.
- SDC library manual elaborates the rules and regulations for all users.
- The ICT room is equipped with computers and high-speed internet facility.
- There is a printing and scanning facility and a repository facility.
- Addition of newspapers, periodicals and books for light reading.
- Users have easy access to e-resources (books & journals), e-dissertations & e-library dissertations.
- Library also provides the facility of book bank, reading room, newspaper area.
- Inter-institutional library loaning facility is also available.
- Improvements in the library facilities are incorporated through a robust feedback system.
- ILLRC is in place to address all issues concerning the library.
- Bi-annual book exhibitions have been organized to provide the students with latest edition of books.

- ❖ **Human Resource Management**
  - The Institution has a dedicated HR department and great emphasis is laid on proper HR management through a well-defined HR policy. There is a transparent system of recruitment and working. Teaching and Non-teaching staff recruitment is based on merit and as per the DCI, University guidelines & Institutional policy.
  - HR department in collaborations with other departments organizes various development programs for non-teaching staff.
  - Various welfare schemes have been promulgated by HR department such as PF, health insurance, loan facility, concession in courses run by society to staff children, grants and financial assistance for research work & attending conferences, leave & maternity leave, accommodation, subsidized medical & dental care etc.
  - Performance Appraisal system is in place for faculty and non-teaching staff of the Institute.
  - Based on the Annual Appraisal of the performance, HR department processes applications for promotions.

- ❖ **Industry Interaction/Collaboration**

  Institute aims to create a learner-centric environment. This we strive to achieve through initiatives such as consulting assignment with the industry, student visits to national laboratories like CSIR-CDRI, CSIR-IITR, NBRI and collaboration with institutes like IIT, NBRI, SGPGI, KGMU, etc. for their research projects. The MDS students regularly visit Sushrut Institute of Plastic Surgery Burns & Trauma and Lucknow Cancer Institute to widen their exposure and enhance their clinical skills. The Institute regularly organizes CDEs and Guest Lectures where experts and eminent personalities from various fields of Dentistry and Pharmaceutical companies as well as other non-medical fields are invited to share their knowledge and experiences. Students are also encouraged to participate in conferences, workshops and beyond syllabus extracurricular activities organized in other Institutions and Universities in India and abroad.

- ❖ **Admission of Students**

  The admission to students in the college/branch is based upon merit in the NEET. Candidates qualifying NEET apply as per laid down regulations. Candidate needs to fill the online proforma and select the college/branch as per their choice. Based on the merit, college/branch wise list is formed and candidates get the required information regarding status of their choices. After allotment of the college/branch the candidate needs to approach the respective college for admission.

  In SDC, the Institutional Admission Committee (IAC) plans supervises and manages various aspects concerning new admissions. The IAC assists newly admitted students by counselling them regarding institutional policies, rules and regulations etc. The International student cell is kept well geared up to admit any International admission that may happen.

  The Institutional Publicity Committee (IPC) has enhanced the institutional website pertaining to admission of students. Enhancement of student handbook, brochures, pamphlets, newspaper advt., FB, WhatsApp and SDC website etc.

6.2.2 Implementation of e-governance in areas of operations:

- ❖ **Planning and Development**

  Careful planning and sustained development are considered as integral tools crucial for overall growth of this institution. E-tools are efficiently used for executing planning & implementation procedures from management to other stakeholders. All the ideas, discussions and decision processes are steered through judicious use of e-mail, social media platforms, internet, LAN etc, for knowledge sharing and finalising outcomes.

  Institutional dynamic website www.sdcindia.ac.in is an important tool for e-Governance in the institution It gives comprehensive & adequate information on faculty, departments, infrastructure, course & curriculum details, academic & extra-curricular activities, examinations, academic & IQAC calendar etc. The website also gives details about research, MoU & collaborations, patient care, alumni and NAAC activities. All these

facets are regularly updated. The transition from older website to modern user-friendly architecture of SDC website has enabled displaying and storing larger data, images, videos & reports which have improvised e-governance through the website.

e-tools are also utilized for scheduling, circulating and recording meetings. The institute gives huge stress on e-governance through its IT mechanism thereby strengthening the system. The SDC portal (edufruit) is used for planning, managing and disseminating information between management, faculty & students. The analysis of e-feedback also facilitates planning and development process.

❖ **Administration**

The administration of SDC uses e-governance techniques efficiently. Notices, reports and minutes of meetings etc. are circulated on SDC LAN or by utilizing various e-tools promoting paper-less culture. The e-mail & WhatsApp groups are used for knowledge & information sharing. The SDC portal (edufruit) is used for information sharing between faculty & students. The e-groups for mentor-mentee & slow-fast learners and for remedial classes use information and guidance from faculty for improvements. The e-feedback system also aids in analysis and corrective action on priority/as required basis. The IT infrastructure in this institution facilitates maximum use of computers, projectors, printers, scanners and other modern hardware & software, for use in teaching, learning and evaluation methods. The finance, purchase & maintenance and other aspects of managerial activities, all utilize various ICT tools & applications to efficiently administer respective works. The CCTV is used for effective surveillance of the entire campus. Biometric machines (face recognition) are used for attendance and record. Patient Management Systems is effectively utilized at SDC & SHRC. Central library utilizes LIS-SDC application and Bar-Coding system for library management.

❖ **Finance and Accounts**

The Institute uses the Tally ERP software for e-governance for transparent functioning of finance and accounts department. All transactions are done through NEFT, RTGS and cheque payments only to maintain transparency. It is responsible for receiving student fees & disbursements of funds under various heads as and when required. The annual record of audit & balance sheet is properly maintained in MS excel and can be retrieved from the account database system. All the relevant accounting records are maintained and kept safely in soft copy. The Institutional Finance Committee looks into all issues related to resource management and e-tool upgradation.

❖ **Student Admission and Support**

The admissions are done in a transparent manner based on student performance and as per the state merit list which is prepared based on National Eligibility Entrance Test (NEET). All candidates apply online as per their ranking and preferences following the State Government Reservation policies through the CET Cell monitored by Director General of Medical Education (DGME). The institute forwards basic information about the college and infrastructure facilities to the interested candidates by e-mail and through active publicity via its website and social media platforms.

IAC meticulously maintains and updates all admission related data in computers. The institution has e-Library and WiFi for easy access to information. Circulars and notices pertaining to the students are also circulated through e-mail and SMS. The admission of any International student is facilitated by ISC.

❖ **Examination**

The Institute has a SDC Examination Manual (SEM) which comprehensively deals with all aspects of examinations. Rules & regulations, policies, instructions and relevant information's are made available on institutional website for the smooth and proper execution of entire examination process. It does instruct to take cognizance of examination malpractices by students. It also guides the staff on duty about how to proceed if any such situation arises. Syllabus and past university examination papers are also made available to the students online at the central library. Information regarding the examination and results are available

on the Institutional website and University website respectively. This information is also circulated on various WhatsApp groups. The CCTV is used for effective surveillance during examination.

6.3 Faculty Empowerment Strategies

6.3.1 Teachers provided with financial support to attend conferences / workshops and towards membership fee of professional bodies during the year

Year	Name of teacher	Name of conference/ workshop attended for which financial support provided	Name of the professional body for which membership fee is provided	Amount of support
2018-19	Dr. R. S Bedi Dr. Praveen S. Samant Dr. Anil Singh Dr. Saumya Navit Dr. Anshul Sharma	ADI Global Conclave 06 to 08.10.2018, Lucknow	Academy of Dentistry International	INR 1.0 Lac
2018-19	Dr. Chetan Chandra	Fellowship, International Congress of Oral Implantologists	International Congress of Oral Implantologists	INR 32570.00

6.3.2 Number of professional development / administrative training programmes organized by the Institutional for teaching and non-teaching staff during the year

Teaching Staff		
Programmes/Activities	Date	No. of Participants
Intellectual Property Rights	23.07.2018	57
Medical Research Regulatory Bodies & Funding Agencies in India	10.09.2018	45
Medico-Legal Awareness	30.11.2018	21
Awareness program on Oral Cancer	17.12.2018	79
Tissue is the Issue	18 – 19.01.2019	24
Innovations in Teaching & Learning – (Focused Group Discussion, One Minute Preceptor, Flipped Classroom, Blended Learning, Microteaching)	23.01.2019	44
Financial Management	29.01.2019	18
Facial Rejuvenation and Aesthetics Surgery	13.02.2019	51
Copyrights & Patents	25.02.2019	47
Non-Teaching Staff		
Programmes/Activities	Date	No. of Participants
Maintenance of Oral Hygiene	01.08.2018	22
Bio-medical Waste	15.09.2018	53
Hand Hygiene and steps of hand washing	16.03.2019	52

6.3.3 No. of teachers attending professional development programmes, viz., Orientation Programme, Refresher Course, Short Term Course, Faculty Development Programmes during the year

Title of the professional development programme	Number of teachers who attended	Date and Duration (from – to)
Pre-Conference Course on Implants and Photography, SAAPD	2	04 – 06.05.2018

Pre-Conference Course on Microscopic Endodontic in Children	1	04 – 06.05.2018
Post Graduate Diploma in Clinical Research	1	Completed in 05.05.2018
Post Graduate Diploma in Pharmacovigilance and Clinical Data Management	1	Completed in 05.05.2018
Post Graduate Diploma in Quality Management of Hospital and Healthcare Organization	2	Completed in 05.05.2018
Pre-Accreditation Entry Level for Hospital and SHLO Certification programme, National Accreditation Board for Hospital and Healthcare Provider	1	12.05.2018
Complete Implant Prosthodontics	1	11 – 13.05.2018
Advance Implantology Course Alpha Bio, Israel	1	13.05.2018
Advance Implantology Course Alpha Bio, Tel Aviv University, School of Dental Medicine	1	14.05.2018
Tobacco Control and Cessation Specialist, Indian Dental Association	1	Valid for July 2018 – June 2019
1st Degree course, Usui Reiki System of Natural Healing	1	23.07.2018 – 01.08.2018
NLP Practitioner Program, International NLP Practitioner Certificate	1	25.08.2018 – 29.08.2018
Provocative Simulation	1	25.08.2018 – 29.08.2018
Sensitization workshop on Attitude and Communication Module	1	04.08.2018
Conference course, U.P Dental Show, 2018	1	04 – 05.08.2018
Sample Size Estimation: Concept and Application in Health Research	1	12 – 15.09.2018
CBCT in Implant Planning	1	14 – 15.09.2018
Sensitization Workshop on International Classification of Diseases	1	27.09.2018
Myo-functional Orthodontics, ADI Global Conclave	1	04.10.2018
Straight Wire Orthodontics, ADI Global Conclave	1	05.10.2018
Zirconia Implants, ADI Global Conclave	1	06 – 08.10.2018
Grafting in Implantology	1	07 – 09.12.2018
Workshop on Implantology Surgery and Prosthetic Procedure with Hands-on on Patient (Module I)	3	01 – 03.02.2019
Conference Course on Orientation to Cleft Orthodontics	1	07 – 10.02.2019
ODS Aligners Certificate Course	1	28.03.2019
Workshop on Implantology Surgery and Prosthetic Procedure with Hands-on on Patient (Module II)	3	05 – 07.04.2019

6.3.4 Faculty and Staff recruitment (no. for permanent/fulltime recruitment):			
Teaching		Non-teaching	
Permanent	Fulltime	Permanent	Fulltime/temporary
15		20	

6.3.5 Welfare schemes for

Teaching Faculty

- Loan facility
- Grants and financial assistance for research work & attending conferences
- Medical, Duty & Earned Leave
- Maternity leave for female employees as per policy
- Free accommodation for employees
- Concessional/subsidized medical and dental care for self & family
- Sabbatical and study leave for higher studies, research work etc.
- Staff farewell
- Recognition and Awards for overall performance
- Financial, administrative, logistical help for faculty on compassionate grounds

Students

- Scholarships for deserving/needy students
- Subsidized cafeteria facilities
- Concessional/subsidized medical and dental facilities
- ATM Facilities
- Ensuring the periodic vaccinations
- Railway travel concession during vacation
- Mentor-Mentee Program
- Professional Clinical Psychologist on need based
- Program/training on soft and communication skills development
- Annual health check-up
- Student's Council and its Sub-Committees in collaboration with IECAC coordinate intra & inter-institutional curricular and co-curricular activities of the students.
- ISPWC: Student representatives ensure that issues concerning academic, social and personal welfare of the students are well represented and taken up.
- IARC: Student representatives help to prevent any incident of ragging within as well as outside the campus of the Institute. It also helps in maintaining the general discipline in the Institute.
- IHHC: Student representatives help in ensuring smooth functioning of hostels, mess and the welfare of hostel inmates. Committee also ensures maintenance of general discipline, neatness, and hygiene within the hostels.
- ILLRC: Student representatives give useful inputs regarding upgradation and use of library resources for overall professional & personal development of the students.
- Institute encourages student's participation in various Local, State, National and International level academic activities/conferences as well as co-curricular competitions.
- Students participating in various extra-curricular activities are given the following support and facilities:
- Sponsoring registration fee.
- Facilitating concessional travel grants.
- Providing sports equipment and kit.
- Transport facility and other logistic support for participation.
- Special leaves and attendance considerations.
- Flexibility in internal assessment examinations (if required within permissible limits).
- Awards and certificates of appreciation to deserving students in various events.

- Special care is taken to provide nutritious balanced diet to the hostelers.
- All award winners are recognized by the Institute during the 'College Week' celebrations. Their achievements are also awarded and published.

Non-teaching Staff

- Contributory Provident Fund
- ESI
- Loan facility
- Medical, Duty & Earned Leave
- Maternity leave for female employees as per policy
- Free accommodation for employees
- Concessional/subsidized medical and dental care for self & family
- Staff farewell
- Recognition and Awards for overall performance
- Financial, administrative, logistical help on compassionate grounds and on case-to-case basis

6.4 Financial Management and Resource Mobilization

6.4.1 Institution conducts internal and external financial audits regularly (with in 100 words each)

The Institute has a Director Finance who monitors all income and expenses. Monitoring of the effectiveness and efficient use of financial resources is done by the Institutional Finance Committee (IFC). The IFC of the institution meets at least twice in a year and as and when required to deliberate upon the financial planning and resource allocation of the institution. The annual budget of the revenue expenditure and the capital expenditure are reviewed by IFC and finally approved by the MC. There is a regular monthly internal audit for monitoring effective and efficient use of financial resources in addition to the annual audit. Internal audit is done by the Director Finance under the guidance of the Chairman SDC. Audited report is then submitted to the Chairman SDC and IFC for approval. External audit is done by an external agency twice a year. The external agency for audit was Ajay Ritu And Associates for the year 2018-19.

6.4.2 Funds / Grants received from management, non-government bodies, individuals, philanthropies during the year (not covered in Criterion III)

Name of the non-government funding agencies/ individuals	Funds/ Grants received in Rs.	Purpose
-	-	-

6.4.3 Total corpus fund generated: 507.42 (Lakhs)

6.5 Internal Quality Assurance System

6.5.1 Whether Academic and Administrative Audit (AAA) has been done?

Audit Type	External		Internal	
	Yes/No	Agency	Yes/No	Authority
Academic	-	-	Yes	Institutional Examination & Academic Committee (IEAC)
Administrative	-	-	Yes	Management Committee (MC) & IQAC

6.5.2 **Activities and support from the Parent – Teacher Association (at least three)**

- Regular interaction of the Parents with the principal/vice-principal on overall performance of their wards.
- Institution takes proactive feedback from the parents and works on their suggestions for further improvement.
- Parents are requested to attend important events and special functions like Orientation, Founder's Day etc. at the Institute.

6.5.3 Development programmes for support staff (at least three)

Programmes/Activities	Date	No. of Participants
Maintenance of Oral Hygiene	01.08.2018	22
Bio-medical Waste	15.09.2018	53
Hand Hygiene and Steps of Hand Washing	16.03.2019	52

6.5.4 Post Accreditation initiative(s) (mention at least three)

- Creation of IQAC
- Establishment of DCDE under IQAC
- Upgradation of Department of Public Health Dentistry

6.5.5 Post Accreditation initiative(s) (Mention at least three)

a. Submission of Data for AISHE portal	Yes
b. Participation in NIRF	No
c. ISO Certification	Yes
d. NBA or any other quality audit	Yes
e. Submission of AQAR to NAAC	Yes

6.5.6 Number of Quality Initiatives undertaken during the year

Year	Name of quality initiative by IQAC	Date of conducting activity	Duration (from--to--)	Number of participants
2018-19	Facilitating Value-added courses/Programs	- Evidence Based Dentistry 14 – 30.08.2018 - Implantology Practice 06.09.2018 - Research Methodology 17 - 22.09.2018 - Biostatistics 04 – 09.10.2018 - Ethics 16 – 18.10.2018 - Road Safety 17.12.2018 - Medico Legal Awareness in Dental Practice 30.12.2018 - Work-Life Balance 28.01.2019 - Financial Management 29.01.2019 - Enhancing your soft skills-Interview etiquettes 21.02.2019 - Alternative Avenues for Dental Graduates 08.03.2019	2018-19	1445

2018-19	Proposing creation of Department of Continuing Dental Education (DCDE) under IQAC	03.10.2018	03.10.2018 Onwards	Faculty, Staff & Students
2018-19	Facilitating celebration of various Days of National/International/ Institutional Importance by preparation and promulgation of calendar	Annual Notice circulated on 14.05.2018 Available on Institutional website	2018 – 19	Faculty, Staff & Students
2018-19	Conducting CDE/Seminars/webinars/ workshops	Various Programs were organized. Available on Institutional website	01.04.2018 – 31.03.2019	Faculty, Staff & Students
2018-19	Conducting various awareness and development programs for faculty, students and non-teaching staff	Various Programs were organized. Available on Institutional website.	01.04.2018 – 31.03.2019	Faculty, Staff & Students
2018-19	Awards & felicitation of achievers in academic & administrative fields	Annual 26.01.2019	26.01.2018 – 25.01.2019	21 (Faculty & Staff)
2018-19	Awards & felicitation of achievers in sports, literary and cultural activities	Annual 30.03.2019 Available on Institutional website	26.01.2018 – 25.01.2019	295 (Faculty & Students)
2018-19	Nominating faculty, students & staff for the award involved in the process of NAAC	26.01.2019	January 2014 – January 2019	97 (Faculty, Students & Staff)
2018-19	Facilitating in establishing new MOU's/ collaborations with reputed organizations/institutions • Lucknow Cancer Institute • CSIR-CDRI, Lucknow	30.03.2019	Valid from 30.03.2019 till 30.03.2024	Faculty, Staff & Students
2018-19	Identifying IQAC Departmental Nodal Person for collaboration /communication with IQAC	08.03.2019	08.03.2018 – 31.03.2019	All stakeholders
2018-19	Preparation and dissemination of annual taskings by IQAC for effective and optimum performance of leadership and management in	Annual Calendar Notice circulated on 07.01.2019 (Jan 2019-Dec 2019) Available on Institutional website	January 2019 – Dec 2019	All stakeholders (Faculty, Staff, Students, Patients, Parents)

	institutional activities specified in the IQAC Calendar			
2018-19	Preparation and dissemination of Committee Oriented Program/Activity	Annual Notice circulated on 07.01.2019 (Jan 2019-Dec 2019)	January 2019 – Dec 2019	All stakeholders
2018-19	Auditing Departmental Documentation	Bi-annually 23-27.09.2018 & 07-11.01.2019	23 – 27.09.2018 & 07 – 11.01.2019	09 Departments
2018-19	Certificate of Excellence, Awarded to the Best IQAC Policy & Quality Compliant Department (2018-19)	Annual 15.08.2019	April 2018 – March 2019	Department of Oral Medicine & Radiology
2018-19	Awarding Certificate of Excellence to the Best Department for timely submission of AQAR 2018-19 as per NAAC/IQAC Guidelines	Annual 15.08.2019	April 2018 – March 2019	Department of Oral Medicine & Radiology
2018-19	Submission of Institutional AQAR 2018-19 to NAAC, Bengaluru	Annual 18.05.2019 Available on Institutional website	01.04.2018 – 31.03.2019	SDC & SHRC

CRITERION VII –INSTITUTIONAL VALUES AND BEST PRACTICES

7.1 Institutional Values and Social Responsibilities

7.1.1 Gender Equity (Number of gender equity promotion programmes organized by the institution during the year)

Title of the programme	Period (from-to)	Participants	
		Female	Male
A Lecture was organized for the faculty and students on "Gender Mainstreaming" on the occasion of Women Equality Day	25.08.2018	233	57
On the occasion of International Women's Day an interactive lecture for both the faculty and students was organized on "Balance for Better with regards to the greater global push for professional and social equality"	08.03.2019	119	66

7.1.2 Environmental Consciousness and Sustainability/Alternate Energy initiatives such as: Percentage of power requirement of the Institution met by the renewable energy sources

- All the stakeholders are kept well informed about the importance and need to minimise consumption of water, power and paper by the Institutional Environment and Biosafety Committee (IEBC).
- IEBC along with Institutional authorities organises various educative programs/drives related to energy conservation, environment protection, Swachh Bharath, waste management & disposal, and tree plantation etc.
- Various signages regarding the requirement to keep campus clean, neat, healthy & plastic free are also placed in key locations such as main entrance, parking, reception area, departments, hostels, mess area & hospital premises etc.
- All the students and staff of the SDC are very well sensitised regarding conservation of electricity and water.
- Sensor based energy conservation equipment are in use at numerous places.
- The institution has taken initiative to use alternative source of energy and for this solar panels have been installed in the campus.
- Maximum area of the college campus has been beautifully landscaped with grass, medicinal & flowering plants and trees to make the campus lush green.
- In order to save energy and reduce air pollution, the institution has advised all its staff & students to actively use public transportation, college bus service, use of bicycles and carpooling.

7.1.3 Differently-abled (Divyangjan) friendliness

Items Facilities	Yes/No	No. of Beneficiaries
Physical facilities	Yes	
Provision for lift	Yes	
Ramp/ Rails	Yes	
Braille Software/facilities	Yes	
Rest Rooms	Yes	All the differently-abled persons visiting the SDC&H
Scribes for examination	No	
Special skill development for differently abled students	No	

			Yes
Any other similar facility			(Multi-purpose clinic situated at ground floor adjacent to entrances for differently-abled. Dedicated clinic for senior citizens (Geriatric care)

7.1.4 Inclusion and Situatedness

Enlist most important initiatives taken to address locational advantages and disadvantages during the year

Year	Number of initiatives to address locational advantages and disadvantages	Number of initiatives taken to engage with and contribute to local community	Date and duration of the initiative	Name of the initiative	Issues addressed	Number of participating students and staff
2018-19	81	81	2018-19	Extension and outreach programmes/activities/camps (Educative, preventive, diagnostic, treatment Camps)	Oral hygiene awareness, prevention of oral diseases and treatment	436
2018-19	01	01	31.05.2018	World No Tobacco Day at U.P. Pollution Control Board Department	Harmful effects of Tobacco	20
2018-19	01	01	07.04.2018	World Health Day at Millennium School	Maintenance of Oral Hygiene	18
2018-19	04	81	2018-19	Being closer to National Highway and close proximity to various educational Institutions provides an opportunity to enter into MoUs with Institutions of National repute	Research & Consultancy opportunity for faculty and students.	58
				Regular visits by team of doctors from the college to various educational institutes and corporate establishments	To expose the students & faculty to the oral health needs of the population around the institution, and to educate the employees on oral health needs and facilities	127

| | | Being located in semi-urban area provides an opportunity to engage with rural population in nearby villages. Hence, the institute has followed the policy of adoption of the nearby villages to benefit the masses. | To give the students & faculty an experience of interacting with diverse sections of the society and to gain first-hand-exposure to the oral health needs of the population around the institution, and also to increase the patient base. | 183 |
| | | Being closer to National Highway and proximity to various Healthcare Institutions, the college has advantage in conducting CDEs, webinars, hands-on, workshops etc with greater participation of faculty and students | To enhance the knowledge base and clinical skills of faculty, students and staff | 483 |

7.1.5 Human Values and Professional Ethics

Code of conduct (handbooks) for various stakeholders

Title	Date of Publication	Follow up (maximum 100 words each)
Code of Ethics & Conduct	03.10.2018 (Amended) Available on college website	The SDC Code of Ethics & Conduct Handbook is prepared as per the guidelines laid down by the DCI & Dr. R M L Avadh University on ethics and conduct of health professionals including students and staff in a professional health institution. This document gives a detailed insight into the rules, regulations and general ethical practices to be adhered to by the students, faculty, clinical & non-clinical staff of SDC. The document also outlines aspects concerning unethical acts, punishments and disciplinary actions.

7.1.6 Activities conducted for promotion of universal Values and Ethics

Activity	Duration (from-------to-------)	Number of participants
Poster competition was organized at the institute level and outreach activities were conducted in the nearby villages on the occasion of World No Tobacco Day to sensitize students and others about the ill effects of tobacco	31.05.2018	26

International Yoga Day was celebrated to generate awareness about the importance and impact of yoga on the health	21.06.2018	188
Lecture on Intellectual Property Rights was organized	23.07.2018	57
Patient educative talk was organized for patient at risk on the occasion of World Head & Neck Cancer Day.	27.07.2018	29
Sensitization program "Importance of Oral Hygiene"	01.08.2018	22
On the occasion of Breast-Feeding Day Patients and non-teaching staff were sensitize towards the advantages of Breastfeeding	06.08.2018	131
Tree Plantation Drive was organized by the Institutional Environment and Bio safety Committee	06.08.2018	58
Series of lectures were organized on Evidence Based Dentistry to inculcate ethical values and to develop research acumen • Critical Thinking and Level of Significance • Randomized Clinical Trial • Meta-Analysis and Systematic Review	14 – 30.08.2018	31
Independence Day is celebrated to promotes nationalism and patriotism towards the nation among all the faculty, students and non-teaching staff	15.08.2018	568
A Lecture was organized for the faculty and students on "Gender Mainstreaming" on the occasion of Women Equality Day	25.08.2018	290
Lecture on Medical Research Regulatory Bodies & Funding Agencies in India was organized	10.09.2018	45
Sensitization program on Bio-medical Waste was organized for non-teaching staff	15.09.2018	53
Sensitization of geriatric patients towards maintenance of oral health and prosthesis was organized for the patients on the occasion of World Geriatric Day	01.10.2018	20
'Daan Utsav' was organized by the Department of Oral Medicine and Radiology by engaging departmental faculty, staff and students through *"acts of giving"* - money, time, resources and skills, and to become a part of the Indian ethos	02 - 08.10.2018	25

A talk on "Medico-Legal Awareness" was organized to apprise all about the essential for maintaining ethical patient doctor relationship and to prevent the commercialisation of the profession	30.11.2018	21
Road Safety	17.12.2018	458
Medico Legal Awareness in Dental Practice	30.12.2018	105
World Prosthodontics Day	22.01.2019	20
Republic Day was celebrated to promotes nationalism and patriotism towards the nation among all the faculty, students and non-teaching staff	26.01.2019	581
A lecture on "Work-Life Balance" was organized for all the faculty, staff and students on how to be happy, maintain mental health and how to reduce stress at workplace.	28.01.2019	496
On the occasion of World Cancer Day patients at risk were educated about the ill effects of tobacco (smoke, smokeless)	04.02.2019	29
A talk on Copyrights & Patents was organized to develop sense of ownership and the right to pursue legal recourse if someone infringes on your idea.	25.02.2019	47
On the occasion of International Women's Day an interactive lecture for both the faculty and students was organized on "Balance for Better with regard to the greater global push for professional and social equality"	08.03.2019	185
Sensitization program on importance of "Hand Hygiene and Steps of Hand Washing" was organized for all the non-teaching staff	16.03.2019	52

7.1.7 Initiatives taken by the institution to make the campus eco-friendly (at least five)

Reducing carbon foot print: A conscious effort is made to apprise the faculty, staff and students about the carbon foot print and various steps which can help to reduce the carbon footprint. Specific staff members and students have been assigned such duties for this purpose. To mention a few

- Staff and faculty have developed a "**Carpool"** to reduce the fossil fuel consumption
- During summers, to cut off the summer heat from sunlight, window shades are used to keep the temperature low. Use of fan is promoted and use of Air-conditioner is strictly limited to the high temperature weeks.
- During winters, window shades are folded/ lifted for maximizing the use of natural light
- Lights and fans are switched off when a specific area is not in use.
- Most of the fluorescent lights in the departments have been replaced with LED lights to reduce the electricity consumption

Go Green Initiative

- Numerous drives on Tree plantation are conducted within the premises annually.
- Plantation of medicinal plants at **"Madhuban"** medicinal garden.

- Plantation of seasonal fruit & flower bearing plants.
- Utilization of water harvested from rain and AC devices for irrigation purposes.
- Minimal utilization of plastic products to make the campus *plastic free*.
- Dustbins are placed at numerous key locations to ensure neat & clean environment in the campus.
- Eco-friendly signages at strategic locations.

Minimizing the use of paper:
- *"Save Paper Policy"* for minimising the use of paper for dissemination of various circulars and information by using e-mails & WhatsApp groups. All patient related work (history taking, ordering investigations, receiving the reports, referral expert opinions and transfer from one department to another) is done on computers connected to LAN. Moreover, the backside of used papers is used for printing for draft checking etc.

Robust waste management:
- *Bio-waste:* is segregated at source in coloured waste bins and disposed off as per the guidelines given by IEBC adopted from the guidelines released by Ministry of Health and Family Welfare, Govt. of India.
- *General waste:* is methodically collected and disposed off in composting pits. Handling of waste is carefully done to protect environmental pollution.

Utilising alternate energy sources: SDC has installed solar powered street lights throughout the campus.

7.2 Best Practices

Describe at least two institutional best practices
Upload details of two best practices successfully implemented by the institution as per NAAC format in your institution website, provide the link

First Best Practice : Inculcating Moral & Ethical Values
Second Best Practice : Quality Patient Care and Welfare

Weblink:
https://www.sdcindia.ac.in/_files/ugd/1f6621_c1c393c52bc546dc9c670d21ba3e071e.pdf

7.3 Institutional Distinctiveness

Provide the details of the performance of the institution in one area distinctive to its vision, priority and thrust
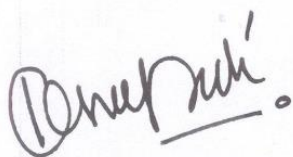Provide the web link of the institution in not more than 500 words

Weblink:
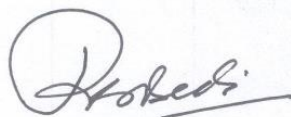https://www.sdcindia.ac.in/_files/ugd/1f6621_c1c393c52bc546dc9c670d21ba3e071e.pdf

8. Future Plans of action for next academic year

- To implement the New Work Schedule with an aim to enhance operational, administrative and academic efficiency of the Institute.
- To conduct extension programs in order to enhance outreach activities
- To establish International/National MoUs for professional collaboration with reputed institutes & organizations.
- To train the faculty and staff on managerial skills and personality development traits.
- To add new facet of facial aesthetic procedures in '*Facial Rejuvenation Clinic*'
- To initiate Ph.D. programs
- To implement new DCI guidelines for MDS examination.
- To increase green area.
- To upgrade the following:
  - Internet bandwidth
  - Lecture theatres
  - Hostel facilities

- Gym & recreational facilities
- Dental chairs
- Radio-diagnostic equipment
- SHRC to render specialized services
- Preclinical Prosthetic Laboratory

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LIST OF ABBREVIATIONS

Abbreviation	Expanded Form
AISHE	All India Survey on Higher Education
AJOHAS	Asian Journal of Oral Health & Allied Sciences
AQAR	Annual Quality Assurance Report
ATM	Automated Teller Machine
ATR	Action Taken Report
AYUSH	Ayurveda, Yoga, Unani, Siddha and Homoeopathy
BDS	Bachelor of Dental Surgery
BOS	Board of Studies
CCTV	Closed-Circuit Television
CDE	Continuing Dental Education
CDRI	Central Drug Research Institute
CSIR	Council of Scientific & Industrial Research
CFL	Compact Fluorescent Lamps
DCI	Dental Council of India
DCDE	Department of Continuing Dental Education
DSIR	Department of Scientific & Industrial Research
EC	Executive Committee
HoD	Head of the Department
HRD	Human Resource Department
IAAC	Institutional Alumni Association Committee
IAC	Institutional Admission Committee
IARC	Institutional Anti-Ragging Committee
ICT	Information and Communication Technology
IEAC	Institutional Examination & Academic Committee
IEBC	Institutional Environment & Bio-safety Committee
IEC	Institutional Enhancement (Internal & External) Committee
IECAC	Institutional Extra-Curricular Activity Committee
IGDC	Institutional Grievance & Disciplinary Committee
IHC	Immunohistochemistry
IHEC	Institutional Human Ethics Committee
IHHC	Institutional Hostel & Hospitality Committee
ILLRC	Institutional Library & Learning Resource Committee
IPD	Inpatient Department
IPGC	Institutional Placement & Guidance Cell
IPMC	Institutional Purchase and Maintenance Committee
IQAC	Internal Quality Assurance Committee
IRDC	Institutional Research & Development Committee
ISPWC	Institutional Student & Patient Welfare Committee
KGMU	King George's Medical University

LAN	Local Area Network
LED	Light Emitting Diode
MC	Management Committee
MCQ	Multiple Choice Questions
MDS	Master of Dental Surgery
MoM	Minutes of Meeting
MoU	Memorandum of Understanding
NAAC	National Assessment and Accreditation Council
NEET	National Eligibility and Entrance Test
NWS	New Work Schedule
OPD	Out Patient Department
OMFS	Oral & Maxillofacial Surgery
OSCE	Objective Structured Clinical Examination
OSPE	Objective Structured Practical Examination
PG	Post Graduate
PHD	Department of Public Health Dentistry
PLIS	Performance Linked Incentive Scheme
PWHA	Patient Welfare and Hospitality Assistant
PWO	Patient Welfare Officer
RCT	Root Canal Treatment
RML	Ram Manohar Lohia
SDC	Saraswati Dental College
SGPGI	Sanjay Gandhi Post Graduate Institute of Medical Sciences
SHRC	Saraswati Hospital and Research Center
SIRO	Scientific & Industrial Research Organization
SOP	Standard Operating Procedure
SSS	Student Satisfaction Survey
SUALA	Saraswati Unicorn Advanced Laser Academy
TDS	Tax Deducted at Source
UG	Under Graduate
UGC	University Grants Commission

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ACADEMIC CALENDAR

SARASWATI DENTAL COLLEGE AND HOSPITAL, LUCKNOW

ACADEMIC CALENDAR (JULY 2018- JULY 2019)

S.No.	Date	Description
1	2nd July 2018 (Mon)	College Reopens after Summer vacation
2	15th August 2018 (Wednesday)	Independence Day (Flag Hoisting Ceremony) Mandatory for all the staff member & students to attend
3	22nd Aug.'18 (Wednesday)	Id-Ul-Zuha*
4	26th August 2018 (Sunday)	Raksha Bandhan
5	31st August 2018 (Friday)**	Reporting of New 1st Year (Batch 2018-19)
6	As per Neet Counseling schedule	BDS 2018-19 batch Orientation Program along with the Parents
7	As Per University Schedule	Final Professional & Supplementary Examinations for all BDS Ist year (2017-18), IInd Year (2016-17) & IIIrd year (2014-15) Batches to be conducted by the Faizabad University
8	2nd Oct. 2018 (Tuesday)	Gandhi jayanti/Shastri Jayanti
9	19th Oct. 2018 (Friday)	Vijaya Dashmi (Dushehra) holiday
10	4th Nov. (Sunday) to 8th Nov 2018 (Thursday)	Deepawali, Goverdhan Puja & Bhaiya Dooj
11	23rd Nov. 2018 (Friday)	Guru Nanak Dev Jee's Birthday
12	To be submitted on or before 8th Nov. 2018	Thesis Performa (MDS 2018-19 Batch)for evaluation by IRDC/IHEC/IAEC
13	14th Nov. 2018 (Wednesday)	Founder Day Celebration /Convocation
14	22nd & 23rd Nov. 2018	Institutional Research & Development Committee (IRDC) /IHEC/IAEC Meeting
15	To be submitted on or before 4th Dec. 2018	Main Thesis (MDS Final Year Exam Going) (2016-17 Batch)
16	25th Dec. 2018(Tuesday)	Christmas
17	26th Jan. 2019 (Saturday)	Republic Day (Flag Hoisting Ceremony) Mandatory for all the staff member & students to attend
18	1st Week of Feb. 2019 (Date to be deside letter)	Ist Internal Assessment Examinations for All the MDS Batches & BDS-I (2018-19), BDS II (2017-18), BDS-III (2016-17) & BDS-IV(2014-15); IInd Internal Assessment Examinations for BDS-III(2015-16)
19	As per University Exam Schedule	Preparatory Leave of BDS-III(2015-16)
20	4th March 2019 (Monday)	Maha Shivratri
21	5th March 2019	Summer Uniform
22	18th March to 23 March' 2019 (21st March)	Holika Dahan and Holi-Celebration
23	As per University Schedule	Final Professional & Supplementary Examination
24	2nd May 2019 (Wednesday)	Commencement of MDS New Batch Introductory Session for New MDS Batch (Session 18-19)
25	To be Submitted on or before 15th May 2019	Library Dissertation (MDS-II Year) Batch 2017-18 (End of 1st Year)
26	15th May 2019 to 30th June 2019	Summer Vacation (Only for Students)
27	As Per University Schedule	BDS/MDS Annual Examination to be Conducted by the University, Faizabad (U.P.)
28	1st Week of July. 2019 (Date to be decide letter)	IInd Internal Assessment Examinations BDS-I (2018-19), BDS II (2017-18), BDS-III (2016-17) & BDS-IV(2014-15)

* Subject to sight of the moon
\# Liable to change as per University Schedule
** Liable to change as per Govt. decision

Internal Assessment shall be calculated on the basis of following :-

1. Written classes tests should be held regularly at the end of each topic covered in theory classes. The marks obtained by the student in these class tests will also be counted towards computation of internal assessment.
2. End Posting Viva/Clinical exam conducted in every clinical department
3. Discipline and obedience shown by the candidate during the academic session.
4. Attendance and behavior of the student during practical, clinical and theory classes.
5. Marks obtained by the students during these assessment tests should reach the principal's office within one week of end of clinical posting.
6. Date for fresher party for BDS Ist year (2018-19) will be decided letter.

(Dr. R. S. Bedi)
Principal

Saraswati Dental College

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